

JOB DEVELOPMENT LEARNING GROUP

**A COHORT-BASED APPROACH TO ENGAGE EMPLOYERS
AND CONNECTING JOB SEEKERS TO EMPLOYMENT**

FEBRUARY 2020 - MAY 2020



*SUPPORTED BY:
THE PINKERTON FOUNDATION*

JOB DEVELOPMENT LEARNING GROUP

PROGRAM OVERVIEW

Workforce Professional Training Institute (WPTI) is honored to launch the Job Development Learning Group (JDLG). JDLG is a rigorous cohort-based training program, designed to equip and empower job developers with skills that best meet the needs of employer partners and program participants. Select topic areas will include business development, understanding employer engagement, establishing partnerships, utilizing social media as a platform to connect with employers and utilizing Labor Market Intelligence (LMI) to effectively identify suitable sectors for their organization while strategizing through evidence-based practices.

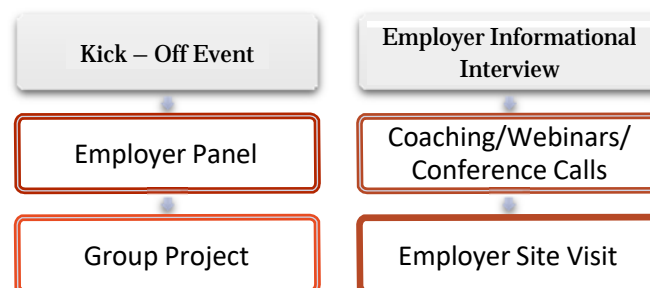
JDLG GOALS AND OUTCOMES

As a participant, frontline workforce development practitioners are offered an unparalleled opportunity to develop peer-to-peer networks and gain the competencies necessary to become stronger job developers. Participants will also work towards increasing their employment and internship opportunities for job seekers, by learning how to engage employers and maintain mutually beneficial partnerships within the New York City community.

SPECIFIC COMPETENCIES TO BE DEVELOPED

- Recruiting businesses/employers of all sizes
- Using Labor Market Intelligence (LMI)
- Developing relationships and maintaining employer contacts
- Creating opportunities for initial positions and those for career ladders
- Making sales presentations to businesses in order to teach, inform, or persuade
- Customizing services to meet the needs of different employers and specific sectors

LEARNING GROUP ACTIVITIES



Between Sessions, Interaction and Coaching Support via Webinar/Conference Calls will be available.

JOB DEVELOPMENT LEARNING GROUP

PROGRAM TIMELINE

JDLG Kick - OFF Event **Tuesday, February 11, 2020|9:30am - 1:30pm**

- Audience: Supervisors and Participants

1st Convening **Tuesday, March 10, 2020|9:30am - 4:30pm**

- Audience: Participants

2nd Convening **Wednesday, March 11, 2020|9:30am - 4:30pm**

- Audience: Participants

3rd Convening **Tuesday, April 21, 2020|9:30am - 4:30pm**

- Audience: Participants

4th Convening **Wednesday, April 22, 2020|9:30am - 4:30pm**

- Audience: Participants

Culmination **Tuesday, May 19, 2020|9:30am - 1:30pm**

- Audience: Supervisors and Participants

PROGRAM COMPONENTS

<p>Program Kick -Off</p>	<p>Direct Supervisor and Participant will receive a detailed overview of the JDLG program, meet cohort colleagues, and complete an assessment to identify their interest, challenges and competencies to engage employers and place job seekers.</p>
<p>Employer Informational Interviews</p>	<p>As part of the JDLG, participants will conduct an informational interview with at least two employers to learn about their organization’s culture and talent acquisition process. WPTI will coach participants to conduct interviews that focus on employer hiring needs, specific industries, communication styles and expectations to strengthen their employer relationships.</p> <p><i>(Independent or with support from WPTI)</i></p>
<p>Employer Site Visits</p>	<p>Participants will meet with employers and have the opportunity to pitch their program services during on-site visits to at least two employers coordinated through WPTI. The site visits are designed to familiarize participants with the employer’s corporate culture, work environment, job functions and hiring practices.</p>
<p>Group Project</p>	<p>Participants will work with new peers to present the key themes of the JDLG and share their findings, experiences, and lessons learned at the culmination event.</p>
<p>Culmination Event</p>	<p>In closing, participants will reflect on the JDLG experience by presenting their action plan and share job development standards, best practices, and lesson learned. Additionally, in recognition of the commitment to the learning group activities, participants will receive a WPTI Job Development Learning Group Certificate.</p>

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WHO SHOULD APPLY

Job Developers from both youth and adult-serving organizations in New York City are encouraged to apply. WPTI will select participants through a competitive process that requires a completed application and a recommendation from a manager or supervisor.

- A Job Developer, Employment Specialist, or employee who holds an equivalent position
- Able to commit to program's five-month duration

APPLICATION INSTRUCTIONS

Complete online application on Survey Monkey:
<https://www.surveymonkey.com/r/JDLG2020>

Applicant's Direct Supervisor must submit recommendation form on Survey Monkey:
<https://www.surveymonkey.com/r/JDLGSupervisorForm>

The application deadline is January 27, 2020.

Only online applications with a recommendation form will be reviewed.

PROGRAM COST

There is a \$125 materials fee.

Once accepted applicants confirm that they will participate in the program, this materials fee will be due. The materials fee will be invoiced to the confirmed applicant's organization, and can be paid by company check or credit card.

If you have any questions please feel free to email:

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