



**Scope of Work 2019-2020: Regional Organizer
(SlingShot 2.0 Implementing the Regional Plans)**

Background:

In 2016 each of the Regional Planning Units (RPU) Local Workforce Development Boards (LWDBs) worked collaboratively to hire/designate a Regional Organizer (RO) to assist with the development of the Regional Plan. In 2017, each RPU received additional funding to begin the implementation of the approved Regional Plans. These initial grants end in March, 2019. Beginning in April 2019, each RPU will receive additional funding to continue the work of the ROs through September 2020.

The 2019 augmented WIOA 15% RO Funds may be used to support the following:

1. Continue current salary for RO staff efforts based on **Scope of Work** provided below.
2. Travel, equipment, and expenses associated with regional training meetings, statewide training meetings, and implementation of the RPUs Regional Training Plan, and/or
3. Administrative costs associated with this effort.

Scope of Work – Regional Organizer:

Regional Organizers assist in building momentum and strengthening regional leadership by identifying and enhancing partnerships with industry, education, and workforce development leaders, strategically maintaining ongoing collaborations to accomplish regional plans goals, and enhancing communication between regions and the state.

The Regional Organizers are accountable to the LWDB Directors, who are ultimately responsible for the implementation of their Regional Plan. In addition, Regional Organizers work with California Workforce Development Board (CWDB) staff, the State’s RO Coordinator and the Technical Assistance (TA) Provider selected by CWDB to:

1. Act as the liaison between the CWDB and regional leaders and the communication pipeline between the CWDB and LWDB Directors.
2. Act as the liaison between the Local Workforce Development Boards in the region, including scheduling and coordinating meetings between the LWDBs in the region and acting as the communication pipeline, when necessary between the LWDB Directors.
3. Encourage alignment of workforce development, education and economic development in efforts to engage employer/industry champions and promote services to individuals with barriers to employment by supporting ongoing dialogue between labor, business, education, community, and the public workforce system
4. Support LWDB Directors in connecting CWDB members and TA providers/evaluators with regional partners to assist in identifying implementation opportunities, and overcoming barriers and challenges, including policy obstacles.
5. Support implementation of their region’s Regional Plan and assess/track progress towards achieving Indicators of Regional Coordination and Alignment.



6. Identify and share promising practices and successful convening efforts that link policy and practice.
7. Identify and share related and relevant state and federal grant projects that should be aligned/coordinated with the regional effort.
8. Communicate and participate in a minimum of two statewide meetings per year.
9. Communicate and participate in meetings with LWDBs and partners to keep them informed about SlingShot 2.0/Regional Plans, share challenges, barriers, successes and lessons learned.
10. Work with regional coalitions, professional development partners, and CWDB to build capacity of local board staff and partners.
11. Received and reviews Regional Initiative Quarterly Reports, ensures report is shared with LWDB Directors and project leads, completes and returns reports to CWDB by designated due date.

Local Board Fiscal Agent responsibilities:

1. Act as fiscal agent for funds, accepting funds, ensuring fiscal accountability, and completing fiscal reporting exhibits and initiates regional initiative modification requests.
2. Procurement and contracting funds as agreed to by LWDBs in the RPU.
3. Works with the RO to coordinate the LWDB effort to align regional investments (Regional Organizer, Regional Training Coordinator, SlingShot, Strong Workforce, Adult Education Block Grant and Career Pathways Trust)
4. Advise if the regional projects will be serving participants.
5. Advise if the regional projects need access to additional CalJOBSSM participant codes to enter services to additional populations other than eligible Adult. (I.e. Dislocated Workers, Veterans, Youth, etc.)
6. Advise if other LWDBs within the region need access to CalJOBSSM participant codes.
7. Notify RTC if new staff needs CalJOBSSM training.

Outcomes:

The desired outcomes for the RO investment is progress towards achieving the Indicators of Regional Coordination and Alignment, as outlined in the Local/Regional Plan Modification Guidance. Priority outcomes include:

1. Sector Committees and/or Councils that act a regional industry decision makers, guiding the development of sector strategies, industry recognized certificates and apprenticeships.
2. Uniform approach to Business Services alignment and regional outreach to business, job seekers and partners.
3. Developing regional partnership councils that act as “supply-side” decision makers to align policies and funding to promote career pathways and service strategies to ensure individuals with barriers to employment enter and successfully complete regional career pathways programs and attain employment in priority industry sectors.



4. Developing formal regional agreements or governance structures between the LWDBs within a RPU for the purpose of Increasing workforce staff professional development and capacity, incorporate strategies for system alignment, increase efficiencies, and identify and reduce duplication through regional cooperation.