

## Workforce Readiness

Serves as an appointed member of the state council board of directors. Continuously monitors and evaluates activities state-wide addressing the broad spectrum of workforce readiness issues impacting both students and other untapped labor pools. Plans and encourages state council involvement and activities impacting the workforce readiness arena based on identified needs. Presents periodic reports or updates to the state council director and fellow state council members. Works in collaboration with chapter workforce readiness directors/advocates.

Responsible To:

- The State Council Director
- Members of the State Council and Chapters

Responsibilities:

1. Serve as advocate and program coordinator for workforce readiness activities across the state.
2. Partner with chapters, schools, business entities and other non-SHRM workforce readiness coordinators to share information and discuss potential initiatives and partnerships.
3. Identify and evaluate issues that impact workforce readiness and develop goals for the state council's workforce readiness strategy.
4. Report on workforce readiness issues to the state council and serve as advocate for workforce readiness activities and events.
5. Serve as a resource and provides leadership to the state council and chapters on workforce readiness issues.
6. Monitor activities concerning workforce readiness across the state and provide timely information to the state council and chapter workforce readiness directors.
7. Work in close cooperation with chapter workforce readiness directors.
8. Develop and support workshops and seminars that address workforce readiness issues.
9. Provide special recognition for programs that promote betterment of workforce readiness efforts in the state.
10. Respond to any other requirements of the state council director.
11. Participate in SHRM Workforce Readiness Core Leadership Area volunteer leader conference calls and webcasts.
12. Participate in the development and implementation of short-term and long-term strategic planning for the council.
13. Represent the state council in the human resources community.
14. Attend all state council meetings as applicable.