

WI SHRM

WORKFORCE READINESS TOOLKIT



You are now the leader for Workforce Readiness in your Chapter. Congratulations! This toolkit was designed to help you get started in this impactful role.

What Does this Position Do?

- Facilitate ideas and thoughts with your Chapters to design Workforce Readiness programs for your communities.
- Startup programs supported by your chapter that promote Workforce Readiness initiatives.
- Facilitate community partnerships.
- Leads chapter supported programs.
- Share chapter successes with the media and WI SHRM State Council.
- Collaborate with WI SHRM State Council on state initiatives.

Check out the position description for WI SHRM Workforce Readiness Director.

How Do You Get Started?

Begin by considering your community's current workforce development and service needs.

- What are the workforce challenges within your communities?
- Where are there gaps?
- How can your chapter create a partnership to support those gaps?

How Do You Support a Solution?

What solutions can you think of today to solve the gaps and challenges? Each community is different and has unique needs. Partnerships can be a key factor in effective solutions. Workforce Readiness can also help with business challenges, offering solutions to help us with our own positions.

- Make Workforce Readiness discussions a part of the strategic planning in your chapter. Strategies can take time to develop.
- Find the strategy which your chapter is most passionate about.
- Identify partner agencies in your community and then bring in the experts.
- Consider creating your own local workforce & service collaboration project or a workshop.
- Offer ongoing meetings and partner together on local initiatives to eliminate the "gaps".
- Get members involved. Create a committee.
- Remember, workforce development challenges and opportunities could be ongoing multi-year programs.
- Share your successes with the media, community organizations and WI SHRM.

What Tools are Available?

A Workforce Readiness solution could include activities that prepare people for employment, help workers advance in their careers, and ensure a skilled workforce. There are many tools to help you get started.

SHRM Foundation Support of Workforce Readiness – Certifications/Toolkits

- Military Community at Work Ambassador Program | Delivering a Talent Development Solution for HR. <https://militarycommunityatwork.org/>
- USAA Launch Ambassador Program to Support Military Community. <https://www.shrm.org/about/press-room/shrm-foundation-usaa-launch-ambassador-program-to-support-military-community>
- Opportunity Youth (ages 16 – 24). <https://www.shrm.org/topics-tools/news/talent-acquisition/opportunity-youth-job-candidates-talent-pool>
- Certificate | SHRM Foundation Employing Abilities at Work Certificate. <https://employingabilities.org/>
- SHRM Certificate: Getting Talent Back to Work – Building Better Opportunities for People with Criminal Records. <https://www.gettingtalentbacktowork.org>
- SHRM Foundation - Getting Talent Back to Work Certificate. <https://www.shrm.org/topics-tools/news/shrm-foundation-introduces-getting-talent-back-to-work-certificate>
- SHRM The Aging Workforce. <https://www.shrm.org/foundation/aging-workforce>

- SHRM Workplace Mental Health and Wellness Initiative. <https://www.workplacementalhealth.shrm.org/>
- Workplace Mental Health Ally Certificate. <https://www.workplacementalhealth.shrm.org/certificate/>

Additional Resources to Help You

- Wisconsin Department of Workforce Development <https://dwd.wisconsin.gov/>
- Job Center of Wisconsin <https://jobcenterofwisconsin.com/>
- 211 Wisconsin <https://211wisconsin.communityos.org/>
- Wisconsin Department of Public Instruction – Workforce Partnerships to Help Job Seekers <https://dpi.wi.gov/libraries/public-libraries/adult-services/workforce-assistance/partnerships>
- American Council on Education <http://www.acenet.edu/>
- American Society for Training and Development <http://www.td.org/>
- Association for Career and Technical Education <http://www.acteonline.org/>
- Association for Supervision and Curriculum Development <http://www.ascd.org/>
- Chamber of Commerce of the United States <https://www.uschamber.com/>
- Job Corps (Department of Labor) <https://www.jobcorps.gov/>
- Jobs for the Future <http://www.jff.org/>
- Mentor/The National Mentoring Partnership <http://www.mentoring.org/>
- National Academy Foundation <http://www.naf.org/>
- National Center for Education and the Economy <http://www.ncee.org/>
- National Employers Council <https://www.employerscouncil.org/>

- National Skills Standards Board <https://certiport.pearsonvue.com/>
- U. S. Department of Education <http://www.ed.gov/>
- Vocational Industrial Clubs of America <http://www.skillsusa.org/>

Let's Share Ideas!

- Help with Digital Literacy education for job seekers
- Connect agencies for a common purpose strategy
- Volunteer for a project in the community that would benefit from HR knowledge
- Community project to help with language barriers to employment
- Support local schools with job readiness initiatives such as mock interviews
- Check out previous SHRM Awards for more ideas

Notes