



## **Board Member Roles & Responsibilities**

### **South Central Connecticut's Workforce Investment Board**

#### **Overview**

Workforce Alliance is a policy and administrative oversight Board and has three primary areas of responsibility:

- Provides policy, strategic direction and administrative oversight for the region's workforce development system in partnership with the local elected officials of the South Central Connecticut Workforce Investment Area.
- Oversees the use of workforce development funds from a variety of sources, including federal, state and private grants and appropriations,
- Convenes key players in workforce development, economic development, education and other appropriate systems.

The mission of Workforce Alliance is:

To advance a workforce development system that addresses the evolving needs of employers and the essential skill development needs of our regional workforce.

#### **Member Roles and Responsibilities:**

The Board's role is to provide a strategic direction and a framework through which the work of the organization is accomplished. Workforce Alliance is organized in a manner that puts most of the "work" at the committee level. The Board Chair appoints the committee chairs and works with staff and members to assign individuals to serve on the committees. Committee membership is not limited to board members and will usually include representatives from partner organizations and other appropriate entities. Each committee has staff members assigned to assist in the work of the committee.

In general, the following are activities of membership:

- Set goals, objectives and policies to accomplish the Board's mission
- Act as an advocate for, and promote awareness of the workforce development system
- Create and maintain partnerships with local businesses and industries in order to determine and maintain understanding of the labor market's needs
- Assist with convening decision makers, business and community leaders to design and improve the workforce system
- Participate in and approve the selection of providers of programs and services for jobseekers and employers and to conduct evaluations of these programs
- Coordinate workforce development activities with economic development and education strategies

#### **Meetings and Attendance**

There are six (6) Board meetings each year; committee meetings vary in frequency. Members are expected to attend meetings, be engaged in the activities of the Board and to serve on a standing committee. Board members are encouraged to attend events that are sponsored by Workforce Alliance and its partners.

#### **Appointments**

Members are appointed by the Chief Elected Officials of the South Central Workforce Investment Area and may seek re-appointment for an unlimited number of terms, subject to approval by the appointing body.