



Director of Workforce Development and Existing Industry

General Purpose

The Director of Workforce Development and Existing Industry will assess and develop the workforce capabilities of the region. This will be accomplished through an aggressive existing industry program. The position will seek to match workforce development needs to appropriate initiatives and assist in program development where workforce gaps exist.

Main Responsibilities

- Develop and foster on-going relationships with businesses and organizations to fully understand the current and future needs of our employers
- Develop a contact program to visit existing industries to establish and maintain relationships
- Implement the workforce development initiatives in the Jonesboro Unlimited strategic plan
- Work collaboratively with business and industry as well as academic institutions to facilitate the development of workforce development priorities
- Serve as a liaison between industry and education to see that emerging workforce needs are met
- Conduct periodic workforce development needs assessments and summarize and present reports as required
- Participate in the efforts of area education providers to ensure effective implementation, review and evaluation of workforce development programs
- Serve as the staff lead for the Chamber Workforce Development Committee

