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# [Strategic Boards Tool Kit: Driving the Strategic Focus of our Boards](https://ion.workforcegps.org/resources/2016/06/27/11/23/Strategic_Boards_Materials)

## The Workforce Innovation and Opportunity Act (WIOA) and Strategic Boards

WIOA begs the question of how we build the most effective, efficient system, and looks to workforce boards to continue to function as crucial workforce leaders and intermediaries. Of note is the emphasis on both the role of boards in the tactical management and oversight of the system, as well as an expanded strategic role in the visioning of workforce development.

There has not been a centralized place to look at promising practices for use by state and local boards. This toolkit was developed to provide a location for the collection of information and materials which can be adapted to the needs of the individual boards. The resources and links to promising practices included in this toolkit are intended to assist boards in becoming more strategic and effective. All of the material is adapted from promising practices from workforce boards in the field, presented to and refined by regional, state, and local staff, and was guided by an ETA task force of national and regional workforce system stakeholders. The content has been segmented into three sections:

#### [Advance Vision and Create Strategy](https://ion.workforcegps.org/resources/2016/06/27/09/30/Strategic_Board_Toolkit_Vision)

WIOA is a transformational law that will require transformational leadership to implement. The Board serves as the keeper of a guiding vision, and engages funders, partners, employers, and community members around that vision. The resources in this section address the manner by which Boards may align their work with WIOA, including efforts around Career Pathways and Sector Strategies. This section includes a primer to WIOA, podcasts from state and local board leaders, promising practices, and sample presentations you may adapt for your purposes.

#### [Policy Implementation](https://ion.workforcegps.org/resources/2016/09/02/10/17/SBTK_Implementation)

One of the key principles of WIOA is a commitment to identify employer centric solutions through strategic partnerships and collaborative service – better aligned programs and services and complementary investment strategies across programs and agencies, for example. Resources in this section are designed to address a series of goals: convening stakeholders to advance common goals; aligning across partner programs; building the capacity of all partners. This section also provides resources to assist with agenda setting, running meetings, aligning the day to day work of the board to vision and mission, delineating responsibilities for single-area states, and links to resources on specific topic areas such as career pathways, sector strategies, and services to youth.

#### [Reporting Outcomes and Sustaining Change](https://ion.workforcegps.org/resources/2016/06/27/11/23/Strategic_Boards_Materials)

The resources in this section are intended for Boards looking for real-world examples of how to better understand the needs of current clients in order to design services for them, as well as presenting outcomes to stakeholders, with specific attention to effective structure and measurement of program outcomes. Information addressed includes: ongoing system planning with partners; and reporting and seeking to improve program outcomes. Key Topics include: demonstrating outcomes and return on investment to partners and businesses; evaluating systems and redesigning processes; and using Customer Centered Design. It is intended that this section may also serve as a repository long term as technical assistance is provided regarding program evaluation and metrics, and promising practices are identified following the roll out of the regulations.

## Who should use the Strategic Boards Tool Kit?

State and Local Board staff, chairs, and particularly new members to boards can benefit from discussing processes for balancing the strategic and tactical work of the boards, planning for the successful development and implementation of policy related to WIOA, and ensuring that we are able to evaluate and improve upon our processes to ensure delivery of essential workforce services.

## How should the Strategic Boards Tool Kit be used?

The Strategic Boards Tool Kit is intended to provoke thought, discussion, planning and action for the process of driving the strategic work of boards in planning for, and implementing, the vision of WIOA. It is intended to assist new board members and staff, as well as those that have already been working in the field for a length of time, but may be looking for promising practices in specific areas. As such, it has been structured to provide: downloadable informational and definitional documents by subject area, sample presentations, and outlines which can be provided to partners and Board Members; direct Links to specific content on other Innovation Opportunity Network (ION) site pages; and links to project area specific Quick Start Action Planners; customer centered design; work based learning; sector strategies and business engagement; performance accountability; as well as podcasts, case studies, and promising practices. It may also prove helpful for stakeholders looking to engage with boards in specific project areas.

The best results will be achieved by identifying a staff member or facilitator (internal or external to the group) who can review the site and identify the tools which might be most useful to the individual board based upon that board’s specific level of development, or current project areas, who is able to determine how presentations or materials might be best integrated into future board, committee, or task force meetings. It can also serve as a repository or quick reference guide for any staff or board member looking to complete work on a specific topic.

## Where do I find the Strategic Board Tool Kit?

The three sections for the Strategic Boards Tool Kit and this Facilitator Tip Sheet are housed **in** the ION Community of Practice on WorkforceGPS (<http://bit.ly/293WHmh>).

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