



Staff Soft Skills Implementation Training

Sample Agenda

Assumption: All participants have experienced the WRS program

1. Why soft skills? WIIF staff, youth and employers
2. Assessing against what standard? Bias.
3. Skills measured: Which are most important to local employers?
4. The methodology: Simulating work environments to measure job-specific behaviors
5. Communicating assessment results
6. Establishing development plans
7. A curriculum that matches the skills being assessed
8. Managing and monitoring development
9. Outcome evaluation/corrective action
10. Planning to assess: Aligning employers, staff and youth
11. Assessment-related opportunities: Staff, employer's incumbents, higher level skills
12. Where to go for help?

Trainers:

Al Lesure, Learning Resources, Inc. – Riverside, CT
Cabot Jaffe, AlignMark – Maitland, FL