

Greater New Bedford Workforce Investment Board Member Job Description

- Commit to the mission and values of the Greater New Bedford Workforce Investment Board.
- Establish and promote workforce development policies that improve the social and economic life of the community.
- Create a strategic vision and set measurable goals and outcomes for a market-driven workforce development system, including the certification of standards and training vendors.
- Select and charter operators of customer-driven One-Stop Career Centers which are the region's primary source of job openings, job applicants, and information on education and training resources.
- Forge collaborations among business, union, local elected officials, government, and community groups to work with joint accountability on creating greater inclusion of disadvantaged people in the economic mainstream.
- Influence the design and performance of an integrated system that prepares youth for successful employment.
- Oversee progress towards the strategic vision and ensure that the delivery system is measured by customer satisfaction and performance standards.
- Support the resource development strategies and goals of the Greater New Bedford Workforce Investment Board.
- Enhance external communications by bringing important outside views to the Board and, in turn, communicating Board and organizational policies to key external constituencies.

Qualifications

- Desire to make a positive impact on the quality of life in the community.
- Commitment to devote time and talent in partnering with other organizations to improve the quality of the workforce.

- Belief in the shared values of equity, customer choice, competition, and life-long learning.
- Position as a senior-level decision-maker in your organization.

Time Requirements

- The Board meets quarterly, uses strong working committees to oversee an \$8M system, and currently has five staff positions.
- Average time commitment for members is four to six hours per month.
- Individuals are appointed for terms of one to three years, as indicated in the Appointment Letter.

Expectations

- Come well-prepared to meetings.
- Join at least one standing committee of the Board.
- Notify the WIB Chair or staff when you are unable to attend meetings.
- Actively participate through meeting attendance, questioning, advice, and advocacy.
- Act and vote on behalf of the broad mission and long-term interests of the Board — but not based on the interests of a single constituency.
- Avoid conflicts of interest, but if they are unavoidable, disclose conflicts and follow Board policies for removing oneself from a discussion and/or vote.
- Respect the confidentiality of Board deliberations and information provided to the Board.
- Understand and observe the respective roles and responsibilities of the Board and the Chief Elected Official.
- Take advantage of opportunities to become more educated about the Greater New Bedford Workforce Investment Board and its environment.
- Recruit other employees from your company or organization for appointment to serve on sub-committees of the board.