



DENVER WORKFORCE DEVELOPMENT BOARD Board Member Prospectus

- Title:** Board Member, Denver Workforce Development Board
- Purpose of Board:** To serve as a strategic convener to promote and broker aligned relationships between the Mayor and economic development, education, and workforce partners to engage and implement state-of-the-art workforce solutions tailored to meet the needs of Denver area businesses and job seekers as part of an integrated and effective job-driven workforce investment system
- Appointed by:** Mayor of Denver
- Appointment Process:** 1) Submit application and resume to Board Liaison contact below; 2) Interview by invitation of members of Board's Executive Committee; 3) Executive Committee makes recommendations to Denver Director of Workforce Development, who forwards recommendations to the Mayor of Denver for final decision. Interested Board Member candidates are highly encouraged to attend at least two Board meetings prior to interview by Executive Committee.
- Term:** Two-years, with reappointment option
- Responsible To:** Chairperson and Board Members/Committee Chairs
- Estimated Time Commitment:** Minimum of 40 hours per year, including meeting and reading/prep time*
- Board Member Expectations:**
- Take a leadership role in forging a strong and vital partnership between business and the workforce development community, resulting in an entrepreneurial, market-driven, accountable and high-performing workforce investment system
 - Contribute specific expertise from key industries, articulating evolving industry needs critical to aligning the Denver workforce with the jobs of the 21st Century
 - Develop and approve policy for workforce initiatives in the Denver region
 - Create and provide oversight of a multi-year strategic plan and annual action plans
 - Promote the Board and workforce initiatives at every opportunity – as an ambassador, through collaboration and relationship-building with other businesses, organizations, and groups
 - Participate in Board and committee meetings, including an annual retreat
 - Actively participate in and utilize the local workforce investment system
- Qualifications:**
- Be a business owner or hold C-level or senior-level management position with optimum policymaking or hiring authority in a company that provides employment and high-quality work-relevant training and development opportunities in in-demand industry sectors or occupations
 - Represent key industries, sectors, and/or clusters that shape the Denver metro regional economy
 - Commitment to improving the workforce development system and the Workforce Board
 - Ability to see the big picture, think boldly and act strategically
 - Ability to work well as a team player
- *Board Meetings:** Ten board meetings per year (usually second Fridays of the month) 11:15 am – 1:15 pm, including one all-day retreat. No August or December meeting.
- Committee Meetings:** Committees are structured to address strategic plan goals.
- For More Information:** Contact Logann Grasteit, Workforce Board Liaison: 720.913.1665 or Logann.Grasteit@denvergov.org, or visit www.denvergov.org/wdb.