

PCLWDB Board Member Role Description

Overview

The Local Workforce Development Board focuses on a business-driven model for the creation, delivery, and oversight of workforce development initiatives and services that benefit the employers and job seekers of Pinal County. The Board will direct collaborative efforts, led by business representatives, in cooperation with the community representatives from the workforce system, education and economic development groups in an effort to create a rich environment for economic prosperity and growth for employers and their employees in the community.

Position Title: Workforce Representative

Roles and Responsibilities:

- Regularly attend Board and Committee meetings
- Actively participate in full Board meetings and any committees to which you are appointed
- Be prepared for board meetings by staying informed about Board matters and reviewing materials sent in advance of the meeting
- Take advantage of opportunities to become more educated about the Pinal County Local Workforce Development Board and the multitude of services offered by ARIZONA@WORK
- Foster a positive working relationship with all Board Members
- Act as an Ambassador of the Board when participating in business networking functions and community events
- Notify the Board Chair, or Board Staff if you are unable to attend meetings
- Be aware of and abstain from any conflicts of interest
- Help identify and recruit additional Board members

Time Requirements:

- 15-20 hours per month
- The Board meets every two months with meetings lasting 2-3 hours
- Committees meet monthly with meetings lasting approximately 2 hours
- Occasional conference calls as needed
- May occasionally serve on other ad hoc groups or planning meetings as needed

Required Qualifications:

- Representative of a labor organizations; or
- Representative of a labor organization or a training director, from a joint labor-management apprenticeship program; or
- Representative of an apprenticeship program in the area;
- Representative of community based organization that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; or
- Representative of an organization that has demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth;