

SCC Grant Employer Engagement Committee  
Activity Planning Worksheet



<b>Activity</b>	Employer Focus Groups for Digital Badging of Employability Skills	
<b>Purpose</b>	Convene employers for feedback on Employability Skills Digital Badging Framework in development by SCC Grant Badging Work Group	
<b>Supports SCC Grant Outcomes</b>	2a. Advancing Advisors to full Strategic Partners by participating in validation for stackable credentials and badging components	
<b>Planned Dates</b>	<ul style="list-style-type: none"> <li>Advanced Manufacturing - Date TBD</li> <li>Cybersecurity - Date TBD</li> </ul>	
<b>Facilitators</b>	<ul style="list-style-type: none"> <li>SCC Grant Consortium Director</li> <li>SCC Grant Business Partnership Coordinator</li> </ul>	
<b>Participants</b>	<ul style="list-style-type: none"> <li>Employers identified in Consortium College quarterly reports by Consortium Director and Business Partnership Coordinators</li> <li>Employers recommended by Employer Engagement Committee members and Consortium College Leads</li> <li>Representative from Workforce Talent Development Board (WTDB)</li> <li>Representative from Oregon Higher Education Coordinating Commission (HECC)</li> <li>SCC Grant Consortium College Leads</li> </ul>	
<b>Other Stakeholders</b>	<ul style="list-style-type: none"> <li>3rd party grant evaluator</li> <li>Other State level participants</li> </ul>	
<b>Format</b>	Zoom meeting	
<b>Task</b>	<b>Responsibility</b>	<b>Status</b>
Select dates for Advanced Manufacturing Focus Group & Cybersecurity Focus Group		
Confirm dates with external stakeholders/ participants		
Review quarterly outcomes reports & identify employers to participate in Advanced Manufacturing & Cybersecurity focus groups		
Get feedback on focus group planning guide from Workforce Investment Board grant partner		

Share total pool of identified employers with Employer Engagement Committee at monthly meeting		
Email follow-up to Employer Engagement Committee Members & Consortium College Leads <ul style="list-style-type: none"> <li>Colleges to send Business Partnership Coordinator contact information to invite selected employers to focus group</li> </ul>		
Send focus group Zoom invite to facilitators, participants & other stakeholders <ul style="list-style-type: none"> <li>include links to badging criteria document and informational badging video</li> </ul>		
<b>Outstanding Issues</b>	<b>Responsibility</b>	<b>Status</b>
Encourage follow-up call to employers after invite sent		
Create presentation planning guide for focus group day		

This Oregon SCC Grant Consortium Project is funded by a \$5 million Strengthening Community Colleges Education and Training Administration Grant from the U.S. Department of Labor. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it.