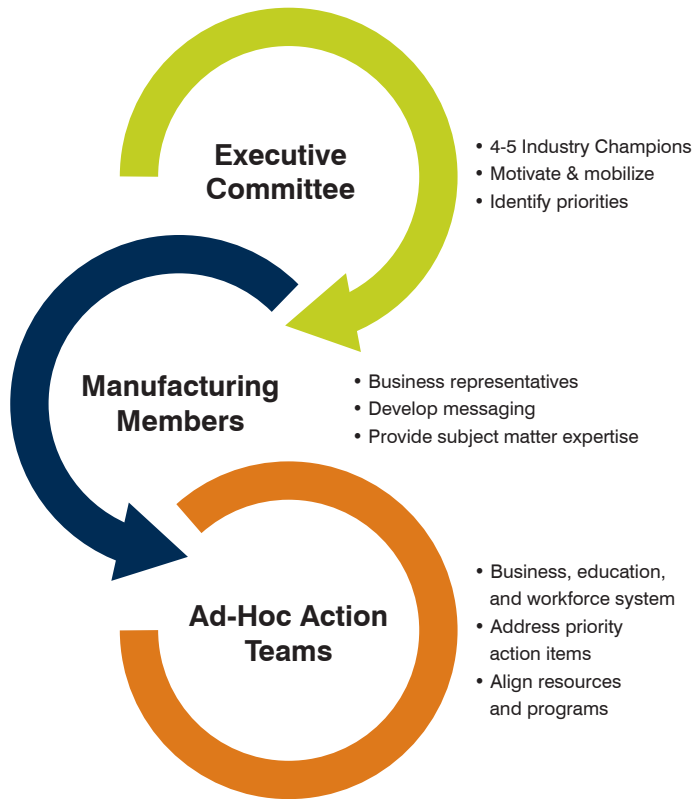


SAMPLE IMPLEMENTATION STRUCTURE



Executive Committee

The Executive Committee is responsible for providing guidance and direction to the activities described in the strategic plan and to oversee and monitor implementation of proposed action plans. This includes identifying top priorities moving forward with regard to the strategic plan goals and action items.

Manufacturing Members

Manufacturing members will contribute to priority setting, develop messaging, and provide subject matter expertise to Ad-Hoc Action Teams.

Ad-Hoc Action Teams

Ad-Hoc Action Teams are designated to provide input, oversight and monitoring for categories of activity associated with the Action Plan. Composition of the Action Teams will be based on the categories of activities and will include the partners necessary to successfully implement the projects and activities. These Action Teams will vary in size and are anticipated to include stakeholders necessary for successful implementation.

Action Teams will meet on a monthly basis for the first 4-6 months to prioritize each strategy and action item, identify activities already taking place in the region, prioritize which strategies to focus on in the beginning and develop a detailed work plan to begin implementation of those action items. Each action team will then meet on a quarterly basis or via conference call to update the members on recent progress. Action Teams will report to the champions on their progress and results on a quarterly basis.

Time Commitments

The amount of time each Manufacturing or Action Team member commits to the partnership is up to that individual. Successful implementation will require various amounts of time depending on the project itself and the engagement of others. In order to achieve a successful strategic plan implementation which is truly demand-driven, business-led, and solutions-based, the business community must proactively participate in each of the proposed action teams.

Convener and Partnership Staff

A sector partnership requires a great deal of administrative support. A neutral convener and/or executive staff can carry out the following responsibilities:

- Bring together local stakeholders in order to build and pursue a strategic plan for creating a competitive workforce and developing career pathways initiatives
- Provide overall development of the project framework, including partnership agreements, operations and implementation plans and coordination of partners
- Work with industry and other partners to identify funding solutions for long-term sustainability
- Work with project partners, local and state governmental agencies and private foundations to formulate resource and funding package to develop and support pilot programs and ensure they are sustainable
- Ensure that goals are set, progress is tracked, milestones are met and the system is functioning on a day-to-day basis
- Convene member and action team meetings
- Identify and request third-party technical assistance on behalf of the partnership as needed
- Assist in the development, dissemination and collection of partnership surveys
- Monitor activities and manage reporting as needed for the partnership and individual funding received
- Provide support for new employer partner and stakeholder recruitment, including identifying, contacting and meeting with prospects and tracking contacts made
- Provide the partnership with access to labor market information, existing industry research and any other available publications pertinent to the partnership and its mission and goals
- Facilitate evaluation of the partnership and its strategies and activities