

Soft Skills Committee Meeting Agenda

Meeting Date and Time: August 30, 2017, 9:00 am – 11:00 am

Location: CareerSource Brevard Boardroom, 297 Barnes Blvd, Rockledge

Roll Call and Introductions

Survey Results Review and New Surveys – Megan Cochran

- Behavioral Based Expectation Survey (link to results <http://takeaimbrevard.com/wp-content/uploads/2017/07/Behavioral-Based-Expectations-Survey-080217.pdf>)
- Healthcare Vacancy Baseline and Benchmarks Survey (link to results <http://takeaimbrevard.com/wp-content/uploads/2017/07/Healthcare-Vacancy-Baseline-and-Benchmarks-Survey-Remove-Names-080217.pdf>)
- The Healthcare Industry Exploration Opportunity Survey – sent out 8/15

Time to Placement Information Broken Down by Field – Dr. Pamphile

New - Career MAPS Workshop – Ahmanee Collins-Bandoo

Talent Pipeline Efforts:

Macedonia Education Technology and Career Academy – Elderly Compassionate Care Program Candidate Recruiting for HHA, CNA, and LPN scholarships – Teri Jones

July 25, 2017 Healthcare Career Exploration Event – Antoinette Broomfield

Soft Skills Tool Box – Megan Cochran

- Soft skills development needed across industry sectors, so a grant proposal was submitted for researching soft skills tools and credential development and possible SCHRA pilot
- Putting together a PDF with links to resources to post on www.takeaimbrevard.com :

- **Optimal resume or Optimal Cover Letter or Optimal Interview link- <https://careersourcebrevard.com/career-services/pathway-to-finding-a-job/optimal-resume>**
- **Prove It! is an assessment tool to help an employer see what a candidate can do. Link -<https://careersourcebrevard.com/career-services/career-exploration/prove-it>**
- **Pre-employment Workshop Calendar link- <https://careersourcebrevard.com/events>**
- **Learning resources in employflorida.com link – www.employflorida.com (under Job Seekers Menu, select More, then More Job Seeker Options. Once there, under Services for Individuals, select Education Services then Online Learning Resources)**
- **Win Soft Skills is available to registered users located in Workplace Skills in www.employflorida.com (link to resource information - <https://www.winlearning.com/soft-skills.html>)**

Other Good Free Soft Skills Training Resources

- **14 Job-Related Soft Skills eLearning Soft Skills Program link - <https://www.mitalent.org/elearning-soft-skills-program>**
- **US Department of Labor Soft Skills to Pay the Bills link - <https://www.dol.gov/odep/topics/youth/softskills/>**

Private Pay Soft Skills Training Resources

- **Workplace Engagement and Empowerment by Anderson Advisory Group**
- **Wonderlic Soft Skills Training and Assessment Modules link- <https://www.wonderlic.com/soft-skills-training/businesses/>**

Prepare for October 5 Consortium – Megan Cochran

- Review Action Plan for recommendations
- Educational Capacity vs Enrollment – will be sending out

- Committee member to report on behalf of committee

Other Discussion Items - All

Next Steps for the Committee