

FY22 CEWD GOALS AND MILESTONES

APPRENTICESHIP CAREER READY CONTINUING EDUCATION & PROFESSIONAL DEVELOPMENT WORKFORCE DEVELOPMENT

BOT APPROVED BUDGET:

FUND 5050:

MDF:

ECCA:

TOTAL: \$2,079,943

PROJECTED ACTIVITIES:

MANAGING OPERATIONS

ADULT HIGH / GED and OTHER DEPARTMENTS: Administrative support (process CPFs and/or payments).

CEWD STANDARD OPERATING PROCEDURES: Update CEWD SOP Handbook.

CEWD COURSE CATALOG: Update CEWD Course Catalog.

Instructor Directory.

LABOR WAGE ANALYSIS: Compensation of CEWD non-credit course instructors based on industry standards.

DIGITAL CREDENTIALS/STACKABLE CREDENTIALS/DIGITAL BADGING: Create a digital credential and badging framework that allows students to easily move through an educational pathway toward industry certification, independent study, or a degree.

MANAGING FINANCE/PEOPLE

Plan and Manage CEWD yearly budget.

CUSTOMER SERVICE

Develop online payment system

Develop Customer Retention Management system

MARKETING & OUTREACH

WEBSITE: Update website and add training calendar.

SOCIAL MEDIA: Create CEWD social media. Instagram and Facebook.
EMAIL: Constant Contact Monthly Newsletter
NETWORKING: Memberships- Guam Chamber of Commerce, Guam Women’s Chamber of Commerce, Pacific Asia Travel Association, National Association of Women in Construction, Guam Contractors Association, Guam Hotel & Restaurant Association, WIOA,
STAFF DEVELOPMENT
Time and Effort tracking and reporting.
Work Performance Plan Evaluation for all Staff.
Transition to Permanent Full time positions for all staff.
Hire Program Specialist for Workforce Development/Apprenticeship.
TRANSFORMATION
Workforce Opportunities Reimagined Conference (WORC 3).
TZone Bi-annual Sessions.