**The Workforce Development Plan**

***Year - Year***

**Background Information**

| **HBA Name / Contact Information**  |  |
| --- | --- |
| **Labor Market Data**  | * Link to the analysis of the labor market review
* Provide a brief summary of what was discovered and include any information that is pertinent to this plan.
 |
| **SWOT analysis Results** | * Link to the SWOT analysis results conducted
* Provide a brief summary of what was discovered and include any information that is pertinent to this plan.
 |

**The Strategic Direction**

| **Vision**  | *In five years what will be accomplished?*  |
| --- | --- |
| **Short Term Goal(s)**  | *In up to two years what will we accomplish that connects to that vision? Be sure they are written as S.M.A.R.T. goal format. To be sure that what is identified here is achievable don’t include more than three targeted goals.*  1. Add here
2. Add Here
3. Add here.
 |

**The Action Plan(s)**

| **Goal #1** | *List the goal that this action plan is focused on achieving…* |
| --- | --- |
| **Metrics** |  |
| **Short or Long Term** | **Strategies** | **Resources Needed** | **Lead Person** | **Timeline/ Due date** | **Status** |
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| **Goal #2** | *List the goal that this action plan is focused on achieving…* |
| --- | --- |
| **Metrics** |  |
| **Short or Long Term** | **Strategies** | **Resources Needed** | **Lead Person** | **Timeline/ Due date** | **Status** |
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| **Goal #3** | *List the goal that this action plan is focused on achieving…* |
| --- | --- |
| **Metrics** |  |
| **Short of Long Term** | **Strategies** | **Resources Needed** | **Lead Person** | **Timeline/ Due date** | **Status** |
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