



The Workforce Investment Board (WIB) is responsible for strategic planning, policy development, and oversight of the local workforce investment system-Missouri Career Centers in the Ozark Region. The WIB is a 34 member board appointed by the Council of Local Elected Officials (CLEO) from the seven-county Ozark Region (Christian, Dallas, Greene, Polk, Stone, Taney, and Webster counties).

There are four standing committees of the WIB: Finance, Marketing, Planning & Oversight, and the Youth Council. An Executive Committee is comprised of the chairs for the standing committees and two elected representatives from the Board. Much of the work of the WIB is accomplished at committee-level.

WIB MEMBER DESCRIPTION

RESPONSIBILITIES:

- To serve as an active voting member;
- To share expertise;
- To serve on one of the standing committees;
- To solicit community input related to the services provided to community residents;
- To assist with assessment of the workforce development needs of the community; (Planning & Oversight Committee)
- To promote awareness of the Workforce Investment Board and services provided through the Missouri Career Centers (Marketing Committee)
- To provide policy guidance and oversight
 - On universal access to system services-Career Center services
 - On customer satisfaction
 - On the use of funds/allocation of resources(Finance Committee)
 - On service delivery outcomes and performance (Planning & Oversight)
 - On continuous quality improvement (Planning & Oversight)

MINIMUM REQUIREMENTS:

- If representing a business, must have optimum policy-making or hiring authority.
- Belief in the values of universal service, customer choice, performance-based accountability, system integration and life-long learning.
- A desire to make a positive impact on the quality of life in the area;
- Willingness and ability to participate actively;
- Specific experience in or knowledge of at least one of the following elements:
 - Business Administration
 - Entrepreneurship
 - Economic Development
 - Education and Training
 - Human Resource Development
 - Strategic Planning
 - Evaluation and Accountability
 - Data Collection and Analysis
 - Policy Administration
 - Community Development
 - Finance
 - Marketing
 - Not-for-profit Agency Operations

EXPECTATIONS:

- Ability to commit to at least one two-year term;
- Regular attendance at WIB meetings and an annual training session;
- Membership and regular attendance on at least one WIB Committee.
- May occasionally serve on other ad hoc groups or planning meetings as needed.

TIME REQUIREMENTS:

- WIB meetings occur bi-monthly (six total per year) for approximately ninety minutes;
- Committee meetings are scheduled bi-monthly (on off months) for approximately one hour.
- Annual workshop/seminar of four to eight hours