





# Workforce Development Needs Focus Group Stafford County Federal Contractors



**Department of Economic Development**

## Stafford County Federal Contractors Workforce Development Needs Focus Group

Stafford Workforce Education Partnership (SWEP)  
Germanna Community College – North Stafford Center  
Friday, January 29<sup>th</sup>, 2009 – 7:00 am to 9:00 am

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*WFD Focus Group* *Slide 1.*

## Agenda

Arrival	Networking/Hospitality	7:00 AM
Welcome and Opening Remarks	<b>Dr. Jeanne Wesley</b> Vice President of Workforce & Community Relations Germanna Community College <b>Mr. Timothy J. Baroody</b> Deputy County Administrator Stafford County	7:15 AM
Introductions and Overview	<b>Mark J. Safferstone, Ph.D.</b> Executive Director UMW Center for Professional Development	7: 20 AM
Questions and Responses	Mark Safferstone	7:25 AM
Closing Remarks	Focus Group Participants SWEP Representatives	8:50 AM
Adjourn	Networking/Departure	9:00 AM

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*WFD Focus Group* *Slide 2.*

# Workforce Development Needs Focus Group Stafford County Federal Contractors

## Introductions and Overview

- Introductions
- Overview
  - Purpose
    - Elicit your perspectives.
    - Identify current and future workforce development needs.
    - Identify factors that will contribute to a comprehensive, coordinated and value-added workforce development initiative.
  - Confidential and anonymous process.
- Nature of the Q and A Process

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*Slide 3.*

## To start the conversation . . .

What are the critical business challenges facing the Stafford County Federal Contractors today?

In the next three to five years?

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*Slide 4.*

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## Stafford County Federal Contractors

### Round 1a

What are the most critical skills and competencies needed by your **entering** work force today?

Within the next three to five years?

1. Adaptability
2. Administrative skills
3. Creative/effective problem solving skills
4. Critical/analytical thinking skills
5. Customer service/client relationship skills
6. Honesty/integrity
7. IT end-user skills (e.g., MS Office)
8. IT specialized skills (information assurance/security, networking, programming)
9. Job-specific professional skills
10. Job-specific technical skills
11. Management/leadership skills
12. Mathematic/computational skills
13. Oral communication skills
14. Personal accountability
15. Professionalism
16. Punctual/arrives on time
17. Quantitative reasoning skills
18. Reading
19. Self-motivation
20. Strong work ethic
21. Technical/mechanical skills
22. Teamwork/working collaboratively skills
23. Writing/use of English language skills

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### Round 1b

What are the most critical skills and competencies needed by your **current** work force today?

Within the next three to five years?

1. Adaptability
2. Administrative skills
3. Creative/effective problem solving skills
4. Critical/analytical thinking skills
5. Customer service/client relationship skills
6. Honesty/integrity
7. IT end-user skills (e.g., MS Office)
8. IT specialized skills (information assurance/security, networking, programming)
9. Job-specific professional skills
10. Job-specific technical skills
11. Management/leadership skills
12. Mathematic/computational skills
13. Oral communication skills
14. Personal accountability
15. Professionalism
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**Round 2**

As you think about your entering and current workforce, what are the most valued:

Academic Degrees and Majors?

Professional Certifications?

How readily available are education and/or training programs to prepare your workforce in the most valued academic degrees/majors and professional certifications?

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*Slide 7.*

**Workforce Development Defined**

A systematic approach to assessing and conducting training and education programs designed to enhance employees' job-related capabilities and competencies in response to business needs.

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*Slide 8.*

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**Round 3**

As you think about the education and training of your entering and current workforce, what are the critical factors that would contribute to the success of a coordinated and comprehensive workforce development initiative ?

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*Slide 9.*

**Round 4**

How should the Stafford Workforce Education Partnership promote such a program?

What will motivate businesses to encourage employees to enroll and complete education and training programs designed to enhance their job-related skills?

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*Slide 10.*

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**Closing Comments?**

What additional thoughts, if any,  
do you have about offering a  
coordinated and comprehensive  
workforce development initiative  
for Stafford County Federal  
Contractors?

*WFD Focus Group*

*Slide 11.*



Thank you for your  
contributions to our success!

*WFD Focus Group*

*Slide 12.*