

**Start Here**  
 How to Create a Workforce Development Plan for Your Health Center

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**Final Session**

- Next steps...Your workforce development plan is a living document
- Reflection on lessons learned and ongoing barriers to address
- Celebrate!

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**Group Work**

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**Last Week's Homework**

- Develop a job description for a Trainer, or assess Trainer essential duties that may be added to an existing position  
 Who is doing or is going to do this role at your health center?  
 What challenges do you anticipate if you are newly adding or expanding this role, and how will you overcome them?
- Choose one position and develop your own Onboarding Plan, 90-days and Annual Skills Checklists  
 What position did you choose?  
 How do these documents differ from the onboarding process you have been using up to this point?  
 What is your plan for using these new tools?

**20 MIN**  


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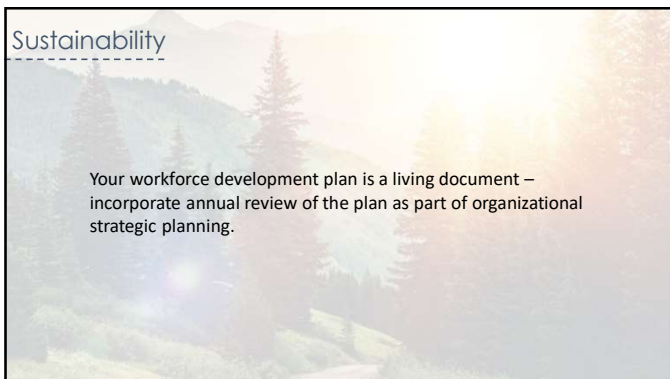
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**Sustainability**

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Your workforce development plan is a living document – incorporate annual review of the plan as part of organizational strategic planning.



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### Sharing

- Alluvion Health
- Bullhook Community Health Center
- Butte Native Wellness Center
- Community Health Partners
- Glacier Community Health Center
- Helena Indian Alliance
- Indian Family Health Clinic
- Native American Development Corporation
- One Health
- Partnership Health Center
- PureView Health Center
- RiverStone Health
- Sapphire Community Health
- Southwest Montana Community Health Center




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### Materials

- o Workforce Development Plan template
- o Trainer job description examples
- o Career Pathway graphic examples
- o Onboarding Plan examples
- o 90-day and Annual Skill Checklist examples
- o Employee Coaching Report examples
- o Session slides and recordings




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### Thank you!

Please keep in touch!

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