

2019 - 2020
Santa Barbara Adult Education Consortium: ACTIVITY CHART

YOUR PROGRAM/AGENCY NAME: Career Pathways Navigator Program for Adult Learners/ResCare Workforce Services (RWS)					
NO.	OBJECTIVE	ACTIVITY DESCRIPTION	TIMELINE FOR COMPLETION (Month/Year)	PERSON OR AGENCY RESPONSIBLE	OUTCOME
1	Program Start Up	Hire and train staff. Develop partner outreach materials and calendar; referral system. Implement RWS web-based tools on SBCC resource room computers. SBCC staff in-service training.	February 1, 2020 – Feb 28, 2020	RWS Regional Director, OSO and RWS Service Delivery team.	Marketing and presentation materials. 4 Grant Planning planning meetings 2 Introduction of program to stakeholders and staff Hire and train Career Pathways Navigator (CPN) consultant Progress and Data Report
2	Program Implementation	Establish workspace for CPN at campuses. Develop calendar for resource center, workshops, orientations and meetings. Partner meetings. Begin registering students in RWS tools. Community Outreach Employer Outreach	March 1, 2020-May 28, 2020	Career Pathways Navigator, OSO oversight.	30 students registered in RWS web-based tools, LinkedIn and email per month 2 Collaboration Partner meetings per month 2 Community Outreach per month 4 Roadmaps to Success workshops per month 4 Employer Outreach per month 2 WIOA Orientations per month Progress and Data Reports per month

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3	Program Services	<p>RWS registration into web-based tools and other supportive services</p> <p>WIOA Orientations Roadmaps to Success Workshops</p> <p>Partner Meetings</p> <p>Roadmaps to Success Workshops</p> <p>Community Outreach</p> <p>Employer Outreach</p>	June 1, 2020- June 30, 2020	Career Pathways Navigator, OSO oversight.	<p>30 RWS registration into web-based tools and other supportive services per month</p> <p>2 WIOA Orientations per month</p> <p>4 Roadmaps to Success Workshops</p> <p>2 Collaborative Partner Meetings per month</p> <p>2 Community Outreach Meetings</p> <p>1 Employer Job Fair</p> <p>Progress and Data Reports</p>
4	Program Services	<p>RWS registration into web-based tools and other supportive services</p> <p>WIOA Orientations</p> <p>Partner Meetings</p> <p>Roadmaps to Success Workshops</p> <p>Community Outreach</p> <p>Employer Outreach</p>	July 1, 2020 - December 2020	Career Pathways Navigator, OSO oversight.	<p>30 RWS registration into web-based tools and other supportive services per month</p> <p>2 WIOA Orientations per month</p> <p>2 Collaborative Partner Meetings per month</p> <p>2 Community Outreach Meetings</p> <p>4 Roadmaps to Success Workshops per month</p> <p>Progress and Data Reports per month</p>
5	Program Services	<p>RWS registration into web-based tools and other supportive services</p> <p>WIOA Orientations</p>	January 1, 2021- January 30, 2021	Career Pathways Navigator, OSO oversight.	<p>30 RWS registration into web-based tools and other supportive services per month</p> <p>2 WIOA Orientations per month</p>

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		Partner Meetings Roadmaps to Success Workshops Community Outreach Job Fair			4 Collaborative Partner Meetings per month 4 Roadmaps to Success Workshops per month 1 Employer Job Fair Progress and Data Reports per month
6	Program Services	RWS registration into web-based tools and other supportive services WIOA Orientations Partner Meetings Roadmaps to Success Workshops Employer Outreach Community Outreach	February 1, 2021- April 30, 2021	Career Pathways Navigator, OSO oversight.	30 RWS registration into web-based tools and other supportive services per month 2 WIOA Orientations per month 2 Collaborative Partner Meetings per month 2 Community Outreach 4 Roadmaps to Success Workshops per month 4 Employer Outreach per month Progress and Data Reports per month
7	Program Services	RWS registration into web-based tools and other supportive services WIOA Orientations Partner Meetings	May 1, 2021- June 30, 2021	Career Pathways Navigator, OSO oversight.	30 RWS registration into web-based tools and other supportive services per month 2 WIOA Orientations per month 2 Collaborative Partner Meetings per month

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		Roadmaps to Success Workshops Employer Outreach Community Outreach			2 Community Outreach per month 4 Roadmaps to Success Workshops 4 Employer Outreach per month Progress and Data Reports
8	Program Services	RWS registration into web-based tools and other supportive services WIOA Orientations Partner Meetings Roadmaps to Success Workshops Employer Job Fair Community Outreach	July 1, 2021- July 31, 2021	Career Pathways Navigator, OSO oversight.	30 RWS registration into web-based tools and other supportive services per month 2 WIOA Orientations per month 2 Collaborative Partner Meetings per month 2 Community Outreach 4 Roadmaps to Success Workshops per month 1 Employer Job Fair Progress and Data Report per month Grant close out report.