

A construction site at dusk. In the foreground, a yellow excavator is positioned on a road. To its left is a concrete barrier and a red and white striped traffic barrel. In the background, a road curves through a forested area with mountains in the distance. Streetlights are visible on both sides of the road, and the sky is a mix of blue and grey.

WORKFORCE DEVELOPMENT AT THE VERMONT AGENCY OF TRANSPORTATION

Lori Valburn
Director of Civil Rights
Vermont Agency of Transportation



OVERVIEW

DYNAMIC OUTREACH, RECRUITMENT & HIRING PROGRAM

The Civil Rights Team supports the Agency's outreach, recruitment, hiring, and onboarding programs using many platforms and venues to promote VTrans as an employer of choice and to successfully attract, hire, onboard, and retain a diverse and excellent workforce, which is our Strategic Goal #1.

Pre-pandemic, VTrans participated in more than 100 in-person outreach events annually, including job fairs, college, high school and tech center events, panel presentations, matchmaker & networking events, and presentations to our referral partners, including AGC-VT, VDOL, CDL Schools, CTE Teachers, etc. In March of 2020, we moved overnight into the virtual space for all recruitment and hiring activities. We are now using a combination of in-person, virtual, and hybrid for job fairs, presentations, interviews, etc.

VTrans has taken the lead in Vermont state government in youth outreach, training and employment, with numerous school to work programs, including job shadows, Community Based Learning, facilities tours, & mock interviews. In 2018, VTrans launched the Transportation Intern Maintenance Worker program to employ and train 16- and 17-year-olds.



PLANTING SEEDS: THE VALUE OF A DYNAMIC YOUTH OUTREACH PROGRAM

National Summer Transportation Institute

Intern Maintenance Worker Program

Women Can Do!

Community Based Learning

Job Shadows

Facilities Tours

Mock Interviews

Construction Career Days

Touch A Truck Events

Name the Plow Trucks



WOMEN CAN DO CONFERENCE



Vermont works because our state highway crews keep our roads safe. Working at VTrans means a choice of many career pathways. An entry-level position can be the gateway to hundreds of different jobs.

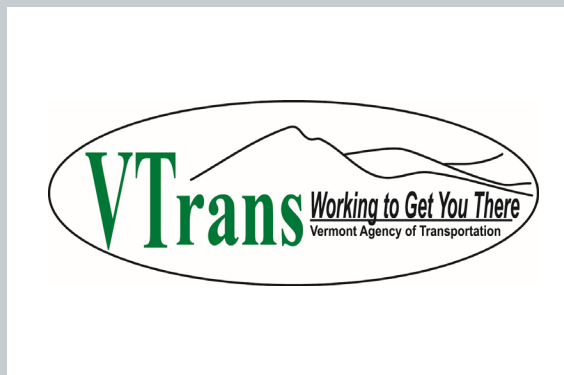
Imagine yourself maintaining and plowing Vermont's roads, while enjoying the great benefits and opportunities under a solid union contract.

- Regular wage increases
- Overtime opportunities
- Quality health and dental care
- Defined pension
- Training and tuition reimbursement
- Snow and tool pay, work boot allowance

Lots of openings—apply today!

Visit www.careers.vermont.gov for job listings and to apply online. Contact the Recruitment Services office for help finding job openings or completing a VTrans application.

State of VT Recruitment Services
439 Industrial Avenue, Berlin, VT
855-828-6700, option 1, then option 4
Open Monday-Friday, 8:00am-4:30pm



INTERN MAINTENANCE WORKER PROGRAM

Jay & Tsimba



VALUED PARTNERSHIPS

The success of all that we do in the Office of Civil Rights is founded on the strength of our internal and external partnerships.

By building relationships of mutual respect and trust within our Agency and with our program partners, stakeholders, and the general public, we can best meet our Agency's Mission, Vision, and Strategic Goals.



SERVE YOUR STATE, YOUR COMMUNITY
 The Vermont Agency of Transportation and Vermont Technical College have partnered to create multiple pathways to the great careers available around the state of Vermont. VTrans is a large, well-respected employer that offers competitive salaries and good benefits, including tuition reimbursement for their workforce. Vermont Tech offers degrees and certificates that align with the skills and knowledge needed for the in-demand careers of Vermont's employers, especially VTrans. Through this Build Vermont Pathway, students can apply for a two-year degree with a paid summer internship that, in most cases, may lead directly to permanent employment.

- CAREERS**
- Aviation
 - Civil, Architectural, and Environmental Engineering
 - Diesel and Automotive Technology
 - Construction Management
 - Business
 - Information Technology

PATHWAY
 The VTrans/Vermont Tech pathway has multiple points of entry. From Juniors in High School to career changes to veterans looking to translate their service experience into a career, the pathway offers flexibility that suits individual needs.

FINANCIAL AID
 Vermont Tech keeps tuition and costs low for Vermont residents and neighboring states. We also provide qualified students with financial assistance and scholarship opportunities. VAST students can attend their first year of the Build Vermont Pathway tuition-free and leverage the VAST Forward Scholarship for one semester of the second year of their associate degree. Veterans can access their GI Bill funding for tuition assistance.

WHO SHOULD START ON THE BUILD VERMONT PATHWAY:

High School Juniors	High School Graduates	Career Advancement	Veterans
Enroll in the Vermont Academy of Pathways and Technology (VAP&T) program. Tuition is free for Vermont students.	Apply to one of Vermont Tech's vibrant four-year degree programs.	Take the COO Career Readiness Certificate and get an Assessment of Career Learning (ACL) or transfer previous college credits. Apply to a degree program.	Get an Assessment of Career Learning (ACL) or transfer previous college credits. Apply to a degree program.

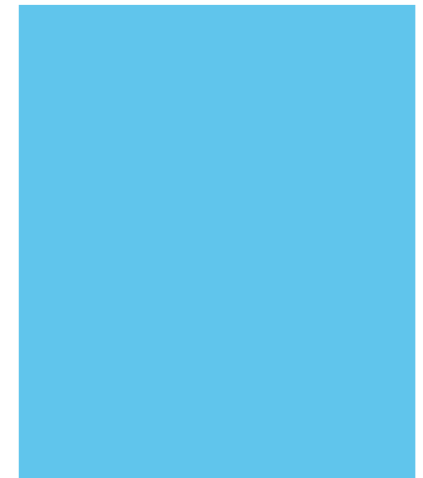
LEARN MORE | vtc.edu/buildvermont | 800 442 8821 | admissions@vtc.edu



AGENCY AMBASSADORS WITH CIVIL RIGHTS AT JOB FAIRS

We have created a culture of Agency Ambassadors who volunteer with enthusiasm to serve as mentors, to host students for job shadows, to participate on career panels and youth outreach events, and to attend virtual and in-person job fairs.

Using Agency Ambassadors promotes engagement and retention.



PROACTIVE INTERVIEW & HIRING PROCESS



Use of Neutral Parties on Interview Panels – HR or CR

Balanced Interview Panels – You've Got to See It to Be It

Competency-Based Card Sorts (Korn-Ferry) for Position Requirements, Job Specs, Interview Questions, Classification, Candidate Selection, Etc.

Mandatory Interviews for All Eligible Candidates in Underrepresented/Underutilized Job Classes

Use of a Hiring Justification & Concurrence Process for Candidate Selection

COMPREHENSIVE ONBOARDING



Goals & Outcomes of New Employee Welcome (NEW):

Provide a Warm Welcome to the Newest Additions to our Workforce

Retention – Build Trust and Alignment

Identify Role Models & Resource Ambassadors

Connect New Employees to Leaders & Managers

Remove Silos and Encourage Networking

Introduce/Reinforce Our Strategic Goals & Culture

Provide Expectations, Ouch Training & Tools for Success

Provide Mandatory Training in Workplace Civility/Unconscious Bias and Preventing & Addressing Sexual Harassment

Since March 2020, NEW has Gone Virtual, and Transformed into a Six-Month Onboarding Program, that Includes Group Training, Monthly One-on-One Coaching Sessions with Staff From Civil Rights & the VTrans Training Center, & Individual Development Plans (IDPs) with New Employees and Their Supervisors in Month 5

Virtual NEW Stats Since March 2020:

198 NEW Participants

135 Graduates



QUESTIONS?
THANK YOU!