

High-Level Qualifications for Executive Director of the Office of Workforce Strategy and Development

[Act 146 \(2024\), Sec. 4 \(d\)\(2\)](#)

1. **Leadership and Strategic Vision:** Ability to provide strong leadership and strategic direction in advancing Vermont's workforce goals. This includes developing long-term strategies, setting priorities, and overseeing the implementation of workforce development initiatives as it relates to coordinating service delivery across public and private entities.
2. **Policy Development and Implementation:** Deep understanding of complex federal regulations related to workforce development and the ability to interpret and implement federal requirements effectively. This involves navigating policy landscapes, ensuring compliance, and leveraging opportunities for funding and program enhancement, while also providing the Governor with policy proposals for advancing Vermont's workforce strategies.
3. **Board Governance and Stakeholder Management:** Experience working with a board of directors or advisory board to drive consensus, provide guidance, and ensure accountability in achieving organizational objectives related to workforce development. Strong interpersonal skills are crucial for engaging diverse stakeholders, including government officials, business leaders, educators, and community advocates.
4. **Communication and Public Relations:** Exceptional written and verbal communication skills to articulate workforce strategies, policy recommendations, and program outcomes effectively to diverse audiences, including the Governor, legislators, media, and the public. This includes the ability to craft compelling narratives and presentations that resonate with stakeholders and support advocacy efforts.
5. **Collaboration and Partnership Building:** Proven ability to foster collaboration and build effective partnerships across government agencies, educational institutions, businesses, nonprofit organizations, and other key stakeholders. This includes negotiating agreements, coordinating initiatives, and aligning resources to achieve shared workforce development goals.