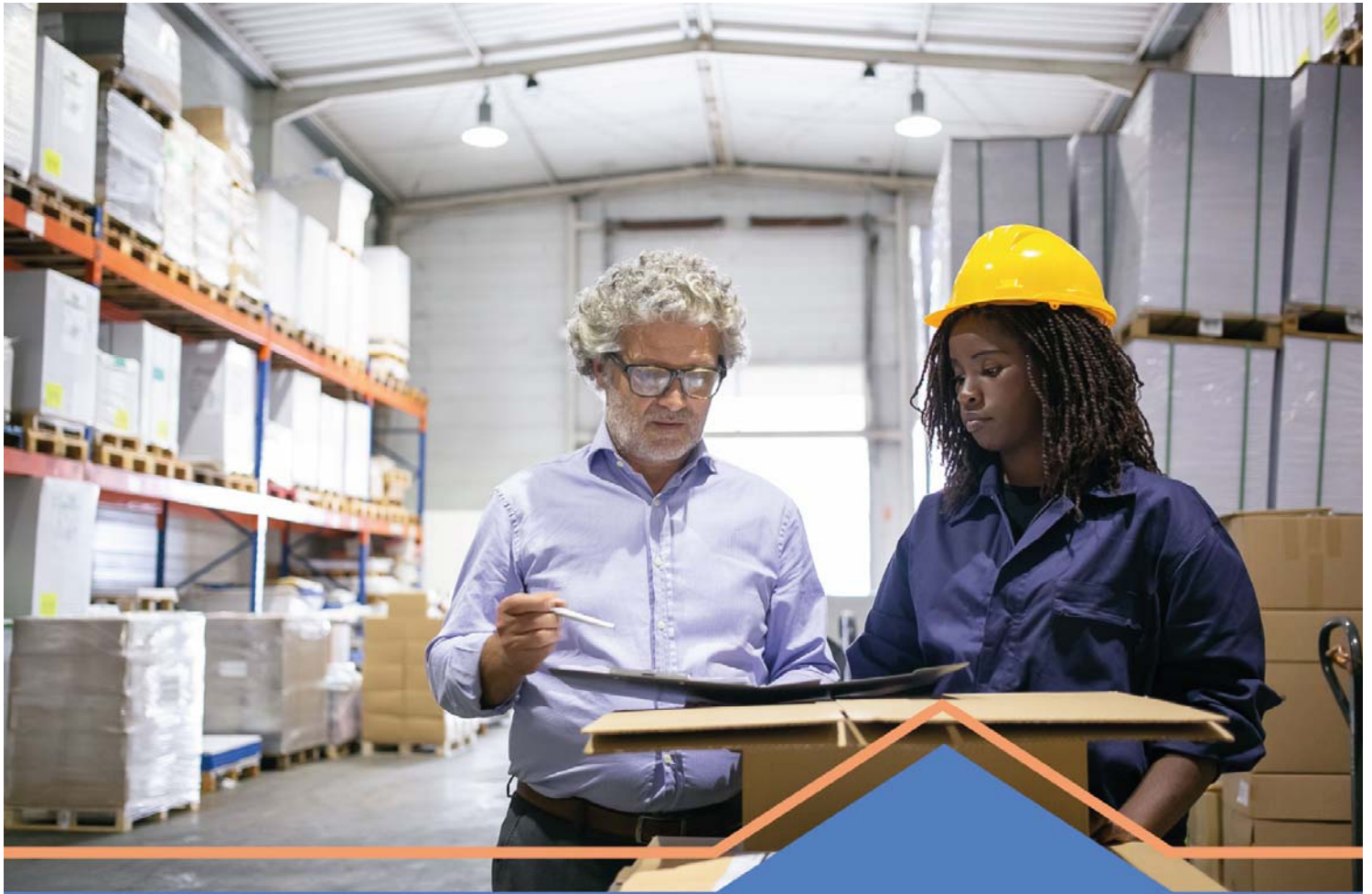




YouthBuild USA

Industry Partner Assessment

A Topic in Brief of the Sector Strategy How-to Guide

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Overview of Topic in Brief

Industry partnerships are collaborations of businesses from a critical industry cluster or sector. In a sector strategy, industry partners work together to address their region or industry's workforce challenges and needs. Industry partners can relay valuable insight on workforce, training, and business needs when YouthBuild programs evaluate an industry and design career pathways. The **Industry Partner Assessment** provided in this brief contains a series of questions to explore with an industry partner(s) when programs identify jobs within an industry. The assessment aims to support YouthBuild programs with evaluating partner commitment, mutuality, outcome, and investment to connecting participants to viable career paths.

When to Use an Industry Partner Assessment

The Industry Partner Assessment can be used during the **Plan & Evaluate** stage of career pathways development as a deeper dive into an industry and prospective employer partner. YouthBuild programs can also use the assessment when designing, implementing, and evolving career pathways with accessible entry-level jobs during the **Design & Implement** and **Build & Evolve** stages.

Uses of an Industry Partner Assessment

YouthBuild programs can use the Industry Partner Assessment in the following ways:



Deepen understanding of business and industry needs



Build and cultivate strategic partnerships in the workforce system



Gather information for career pathway selection and design

Sector Strategy Alignment Checkpoint



Career Pathway Development Stages

Plan & Evaluate
Design & Implement
Build & Evolve



The ETA Sector Strategy Implementation Framework

Industry Engagement
Data-Informed Decision Making



YouthBuild Program Reflection

1. How are you currently engaging with employer partners to design career pathways?
2. How can you leverage employer partners to actively engage in the design of career pathways that align with a sector strategy?

Industry Partner Key Considerations for Assessment

An industry partner should be willing to engage and provide expertise in creating industry-driven, worker-centric, and accessible career pathways. Outlined below is the ideal role of an industry partner and the key considerations for assessing a mutually beneficial partnership that aligns career pathways to a sector strategy.

Industry-Driven Pathways
• Expresses workforce needs that can be met by partnering with a YouthBuild program • Willing to provide input and expertise on career pathway design to align with industry needs
Training & Education Accessibility
• Shares information about the industry and the organization's hiring practices and requirements • Open to reevaluating hiring requirements that cause barriers to employment • Commit to investing time and funding in the skilling and employment of YouthBuild participants
Job Stability and Growth
• Identifies in-demand, entry-level jobs with family-sustaining wages • Maps out career ladders and lattices from entry-level roles
Worker-Centric
• Open to learning about barriers to employment and identifying solutions to address barriers • Offers benefits and supports to meet YouthBuild participants needs • Understands and empathizes with the need to improve the quality of jobs and support worker advancement

Industry Partner Assessment Plug and Play Resources

Use the resources below to contextualize to your community.

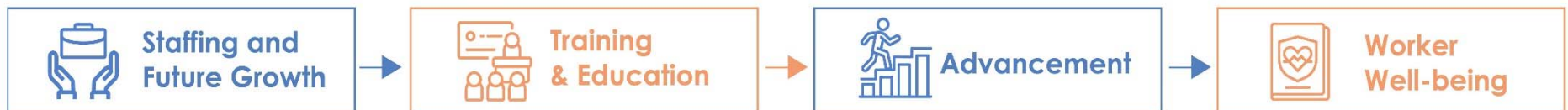
The Industry Partner Assessment: The assessment includes a series of questions that can be used during a meeting with an industry partner or developed into a formal survey. Additionally, YouthBuild programs can use the assessment as a collaboration tool with workforce intermediaries. Workforce intermediaries have a deep understanding of an industry's workforce needs in a region. YouthBuild programs can cross-share information and data or determine a plan for collectively gathering relative information.

Note: The answers to the questions will ideally be one method for evaluating a partnership and designing career pathways. YouthBuild programs should use this resource to complement additional partner evaluation tools.

Intended Users: This resource can be used internally for YouthBuild programs to document answers or work with an industry partner on completing the sections.

Industry Partner Assessment Sections & Goals

Once programs document general business information, industry partner questions are organized by the following categories:



Industry Partner Assessment Form



Business Information

Company Name: _____

Primary Industry:

☐ Manufacturing
☐ Transportation, Distribution, Logistics
☐ IT
☐ Retail

☐ Culinary and Hospitality
☐ Healthcare
☐ Other:

Address of primary business location(s) where hiring needs are

Primary Contact: _____

Position: _____

Email Address: _____

Phone Number: _____



Staffing and Future Growth

1. When fully staffed, how many employees do you have?

- a. Full-time (30+ hours per week) _____
- b. Part-time (fewer than 30 hours per week) _____

2. Which are the most difficult types of positions for your business to fill?

Hard to fill job title	Why is it difficult?

3. Which are the most difficult types of positions for your business to retain?

Hard to retain job title	Why is it difficult?

4. What are the positions the business expects to see grow and what are the positions they expect to see decrease (specify if the change is related to hours or headcount)?

Top five positions with the biggest increase, along with job title and quantity for each position.	Top five positions with the biggest decrease, along with job title and quantity for each position.

5. What industry trends are your business monitoring and how it may impact your workforce (positively or negatively)?

Type of Trend	Put an “X” next to the trends that impact your business	How will it have an impact on your business?
Digital Automation (i.e., robotics, AI)		
New Software (i.e., internet of things)		
Remote Work		
Reskilling and Upskilling		
Sustainability/Green Business Practices		
Other		



Training and Education

- 1. How often does the business assess job descriptions and minimum hiring requirements (i.e., requiring a high school diploma or a college degree)?**

____ Every 6 months
____ Annually

____ Every 3 years
____ Every 5 years or longer

- 2. What jobs would you be willing to reevaluate hiring requirements for? How would you change them?**

Job Title	Change in Hiring Requirement

3. What specific postsecondary credentials and/or programs, industry-recognized credentials, or certificates does your company acknowledge or require for entry-level jobs?

Examples: Trade-specific professional certification, high school degree, apprenticeship program

Certificate Program(s)	Job Title(s)

4. For which job titles are you most likely to prioritize experience or skills versus a certificate or degree?

Job Title	Skill	Certificate

5. What non-technical skills do you find commonly lacking among job applicants or new employees?

Non-Technical Skills

6. What technical/digital skills do you find commonly lacking among job applicants or new employees?

Technical Skills



Advancement Opportunities

1. To the best of your knowledge, how would you rate your wages compared to regional market wages?

- ☐ Less than the living wage
☐ At living wage mark
☐ Above the living wage

Use the [living wage calculator](#)
to determine your region's
living wage.

2. What training do you offer new or existing employees (select all that apply)?

- | | |
|---|---|
| ☐ On-boarding training | ☐ Registered Apprenticeships |
| ☐ On-the-job training | ☐ Group discussions/activities |
| ☐ Job shadowing | ☐ Management-specific activities |
| ☐ Job rotation | ☐ Mentoring/coaching |
| ☐ Third-party online | ☐ Simulation employee training |
| ☐ Professional development | ☐ Reading material |
| ☐ In-house online learning | ☐ Other (please specify) |



Worker Well-being

1. What actionable measures have you taken to advance equity and inclusion for all workers?

2. What strategies have you employed to support your employees with trauma and/or wellness?

3. What safety precautions, trainings, and protocols are in place or are required of employees to ensure their safety?

Type of Safety Needed	Purpose

4. What is the typical work schedule for entry-level jobs?

Entry-Level Job Title	Type of Work Schedule	Indicate with an X
	Standard	
	Flexible Schedule	
	Part-Time	
	Shift Work	
	Rotating Shifts	
	On-call	
	Overtime	

Industry Partner Assessment

Assessment Questions	Yes	No	Partially
The employer expressed workforce needs that our YouthBuild program can meet.			
The employer is willing to provide input and expertise on career pathway design.			
The employer is open to reevaluating hiring requirements if necessary.			
The employer is committed to investing time and funding in the skilling and employment of participants.			
The employer offers entry-level jobs with strong projected growth.			
The employer offers family-sustaining wages.			
The employer illustrated examples of career ladders and lattices from entry-level roles.			
The employer can help identify solutions to barriers to employment faced by participants.			
The employer offers benefits and supports to meet participants needs and well-being.			
The employer is committed to advancing equity and inclusion.			