



Services D'emploi Du Secteur Collégial

## Strategic Plan 2015-2018

### About CSES

CSES — College Sector Employment Service is the organization that represents the network of Ontario colleges delivering Employment Ontario's Employment Service across the province of Ontario.

The College Sector Employment Service network is comprised of 22 member colleges and has a part-time Executive Director. The executive committee is comprised of Chair, Vice-Chair and two regional representatives from the west, north, east and central region colleges as well as one francophone representative. The four regional groups meet four times annually and the full membership meets once in the fall and once in June. The CSES website for the public and its members is [www.employmentcses.ca](http://www.employmentcses.ca).

### Vision

College Sector Employment Service is recognized and respected as the most successful and innovative network of Employment Services providers in Ontario.

### Mission

As the collective voice of college delivered Employment Ontario Employment Service, the College Sector Employment Service provides support, advocacy and a strong network to ensure the success of its members.

### Values

The College Sector Employment Service and its members:

- conduct business with professionalism, respect integrity and transparency
- foster relationships within the network, creating an environment which promotes innovation, and collaboration through the sharing of knowledge, skills and best practices
- value partnerships with internal and external stakeholders and funders
- take pride in the delivery of high quality community employment services which help our colleges meet their mandates

## STRATEGY #1: Advocacy and Building Relationships

### Goal 1: Reach Key Stakeholders

#### Actions

1.1.1 Conduct an environmental scan annually in order to identify and prioritize a list of internal and external stakeholders, along with desired outcomes of each relationship, for review by members at the Annual General Meeting. *Executive Committee*

1.1.2 Develop an annual communications plan for key stakeholders, for the purpose of advocacy and relationship building. Presented annually at the Annual General Meeting. *Executive Director, Executive Committee*

## **Goal 2: Promotion**

### **Actions**

1.2.1 Develop an Annual Report for members, to be distributed to other key stakeholders: College Presidents, Ministry of Advancement Education and Skills Development Regional Directors, Assistant Deputy Minister, Program Directors, MPP's, MP's, and local elected officials. Colleges could include local data/registration information to enhance provincial stats and information. The report would be developed in preparation for the Annual General Meeting, normally held in June. *Executive Director*

1.2.2 invite Ministry of Advancement Education & Skills Development Assistant Deputy Minister or designate to Annual General Meeting. *Executive Director*

1.2.3 Annually solicit success stories and supporting evidence of effectiveness (qualitative and quantitative) from our members and use this data to produce and publish a document showcasing these achievements. *Executive Director with member support*

## **Goal 3: Influence Program Direction**

### **Actions**

1.3.1 Represent and advocate on a variety of committees including Workforce Development Coordinating Committee (WDCC) and other Ministry committees, and prepare follow up or informational reports on a quarterly basis for College Sector Employment Service members. *Executive Director and/or Executive Committee*

1.3.2 Meet Ministry of Advanced Education & Skills Development (MAESD) staff as needed to provide input on sector issues. *Executive Director, Chair, Executive Committee*

1.3.3 Meet with MTCU Directors/Regional Directors twice per year, one of these meetings would be with Regional and Executive committee member representation. *Executive Director*

## **STRATEGY #2: Support the Network**

### **Goal 1: Knowledgeable and professional staff in College Employment Service**

#### **Actions**

2.1.1 Support regional conferences, in each region, for frontline staff. *Regional chair and committee to plan and host*

2.1.2 Host an annual meeting for all College Sector Employment Service Managers. *Executive Director and Executive Committee*

2.1.3 Offer webinars to members on timely topics, as needed. *Executive Director and member support*

2.1.4 Link new managers with seasoned managers for mentoring and support. *Executive Director*

### **Goal 2: Develop and Maintain the Supportive Culture of the Network**

#### **Actions**

2.2.1 Schedule one regional meeting, in each region, every quarter. Agendas and meeting notes to be provided to Executive Director and Executive. Executive Director to attend a minimum of one meeting in each region annually. *Regional Chairs and Executive Director*

2.2.2 Promote and maintain College Sector Employment Service website, discussion forum and listserv, keeping member site up-to-date. *Executive Director, with Executive Committee support*

2.2.3 Share best practices as a regular agenda item at regional meetings. Post items on College Sector Employment Service website (members section). *Regional Chairs and Executive Director*

## **STRATEGY #3: Create Organizational Sustainability**

**Goal 1:** Review and determine funding necessary to support College Sector Employment Service strategies

### Actions

3.1.1 Develop an annual budget by June of each year, based on priorities identified by Executive Committee and endorsed by the membership. *Executive Director and Chair*

3.1.2 Review membership dues annually for approval at Annual General Meeting each June. *Executive Director and Executive Committee*

3.1.3 Research and evaluate additional funded project opportunities each year, ensuring that the project supports members' needs and that it is tied to the strategic direction of College Sector Employment Service. *Executive Director*

**Goal 2** Annual Review of the College Sector Employment Service organizational framework

### Actions

3.2.1 Complete an annual review of the College Sector Employment Service organizational framework including terms of reference, membership lists, College Sector Employment Service financial reporting and other related documents.

*Executive Director and Executive Committee*

3.2.2 Review Strategic Plan implementation at each Executive Committee meeting. *Executive Director*

## **Strategy #4: Adapt and Respond to Changes in the Employment Ontario Environment**

**Goal 1:** Strengthen Ties within the Colleges Ontario Network

### Actions

4.1.1 Network with relevant college colleagues such as College Sector Committee for Adult Upgrading (CSCAU) now known as Heads of Upgrading (HOUP), Heads of Apprenticeship (HAT), College Sector Immigrant Programs & Services Committee (CSIPS), and Provincial Contract Training Network (PCTN), (collectively if possible). *Executive Director and Executive Committee*

4.1.2 Explore joint training opportunities with College Sector Committee for Adult Upgrading (CSCAU) now known as Heads of Upgrading (HOUP), Heads of Apprenticeship (HAT), College Sector CSIPS, and Provincial Contract Training Network (PCTN). *Executive Director*

**Goal 2:** Respond to Current and Evolving Government Priorities

### Actions:

4.2.1 Monitor progress of initiatives such as Employment & Training Service Integration (ETSI) (now known as Transformation of Employment & Training Service (TETS)) through Workforce Development Coordinating Committee (WDCC), Service Delivery Advisory Group (SDAG), and direct communications with and through Ministry of Advanced Education and Skills Training (MAESD). *Executive Director*

4.2.2 Develop a strategy for responding/reacting to system changes. *Executive Director and Executive Committee*

COLLEGE SECTOR EMPLOYMENT SERVICES



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