**YouthBuild Job Developer/Placement Specialist**

**Activity with Partners**

- Create detailed goals list and skills development steps
- Envision and plan for completion and transition

- Showcase opportunity and involve prospective participants in events and activities
- Partner in skills development steps
- Envision and plan for completion and transition

- WIOA One Stop partnership development and management
- Employment partnership development and management
- Determine schedule of activities with partners and participants
- Review and revise timeline for graduate transition
- Case management and participant engagement

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**Mental Toughness**

- Identify career goals
- Identify desired skills and interests

- Outline needs and potential areas of collaboration
- Work with grantee to develop communication and activity schedule

- Establish partner links and direct meetings with employers
- Plan WIOA Partnership timeline and schedule

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**Enrollment**

- Regular communication
- Provide feedback on pathway success and hurdles

- Communicate participant performance
- Continue participant engagement
- Re-evaluate transition plan and activities for cohort 2
- Envision and plan for completion and transition

- Create detailed goals list and skills development steps
- Envision and plan for completion and transition
- Continued partner relationship management

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**Training**

**Exit**

**Follow-Up**
YouthBuild Job Developer/Placement Specialist
Activity with Participants

- Create detailed goals list and skills development steps
- Envision and monitor (or revisit) plan for completion and transition

- Create detailed goals list and skills development steps
- Create and maintain individual development plans

- Determine schedule of activities with participants and employment partners
- Review and revise timeline for graduate transition
- Case management, transition coordinator, and participant collaborative engagement

*Mental Toughness

*Enrollment
- Develop transition plan
- Assess participant educational and job skills needs and partner workforce needs

*Training
- Develop case management strategies that incorporate Career Development planning
- Communicate partner and participant relationship and expectations

*Exit
- Assess goals list and skills development steps
- Review and adjust completion and transition plan
- Participant engagement (in follow-up)
- Assess effectiveness of partner and participant relationships
- Manage participant engagement (in follow-up)

*Follow-Up
- Manage participant engagement (in follow-up)
- Manage partner activities and workforce engagement
- Reconfirm employer partnerships and schedules