

## Technology Guiding Principles Highlights

<p><b>Overarching Principles</b></p>	<ul style="list-style-type: none"> <li>• Defined processes will apply across the region.</li> <li>• Minimize the burden on employers.</li> <li>• Define communication process between Regional Directors and colleges to ensure employer needs are met and placement data is up to date.</li> </ul>
<p><b>Regional-Level Principles</b></p>	<ul style="list-style-type: none"> <li>• Regional Directors will vet and enter employers and opportunities into the Career Engagement Tool.</li> <li>• Employers will be tracked in the regional CRM and employer information is posted to all colleges after vetting.</li> <li>• Opportunities posted are available to all colleges, unless otherwise directed by employer.</li> </ul>
<p><b>College-Level Principles</b></p>	<ul style="list-style-type: none"> <li>• Work-based Learning Coordinators (WBLC), Job Placement Case Managers (JPCM), career center staff, and other job developers will vet and enter employers and opportunities into the Career Engagement Tool.</li> <li>• Each college will define and document WBL and job placement processes that include technology and communication connections to other related processes.</li> <li>• Each college will designate a point of contact (PoC) as a referral for employers and a PoC for Regional Directors to streamline and facilitate communication.</li> <li>• WBLCs and JPCMs will communicate and coordinate their employer contacts and responses, bringing in other individuals on campus as appropriate.</li> <li>• Colleges will decide who else has access to the Career Engagement Tool.</li> </ul>
<p><i>The assumption is that all colleges agree with and adopt the guiding principles, and will operate by agreed upon protocols and processes.</i></p>	