IET Design Camp – Cohort Meeting #1

Phase 1: Research and Assess
Quick Reminders

Make sure you are signed into the Zoom desktop client rather than through the browser version.

We recommend using your computer for audio to facilitate participation.

Please mute your microphone and turn on your camera.

During the webinar, chat the entire group for questions and comments related to the content.

If you experience problems during the webinar, message or email ___________ at _____________________.

Remember to take notes in your Participant Guide!
Agenda

- Introduction (10 Minutes)
  - Key Takeaways from the Research and Assess Phase
  - Where You’ve Been: Team Activity
  - What's Next:
    - Individual Assignment for next meeting
    - Today's Cohort Discussion
    - Wrap-Up – from your breakout group

- Cohort Discussion (65 Minutes)
## IET Design Camp

### WEEK 1

**Orientation**
- **MONDAY** Toolkit reading assignment
- **TUESDAY** Training Webinar

### WEEKS 2 & 3

**Phase 1: Research and Assess**
- **MONDAY** Toolkit reading assignment
- **TUESDAY** Training Webinar
- **WED – WED** Team Activity
- **TUESDAY** Cohort Discussion

### WEEKS 4 & 5

**Phase 2: Design and Plan**
- **MONDAY** Toolkit reading assignment
- **TUESDAY** Training Webinar
- **THURSDAY** Cohort Discussion

### WEEKS 6 & 7

**Phase 3: Develop and Implement**
- **MONDAY** Toolkit reading assignment
- **TUESDAY** Training Webinar
- **THURSDAY** Cohort Discussion

### WEEKS 8 & 9

**Phase 4: Evaluate and Improve**
- **MONDAY** Toolkit reading assignment
- **TUESDAY** Training Webinar
- **THURSDAY** Cohort Discussion
- **TUESDAY** Closing Discussion
Key Tasks for Research & Assess Phase

- Conduct a needs assessment
- Analyze results and identify key insights
- Brainstorm IET solutions
- Select an IET program opportunity
Quality IET programs respond to community and learner needs.

Five areas of research that can help with IET program selection:

- State and Local IET Policy and Career Pathways Options
- Regional Workforce Development Needs
- Community Resources to Support your Program
- Emerging and Promising Practices in IET Programs
- Learner and Business Needs

Conduct a needs assessment to gather information to help you understand community and learner needs, identify insights, and select a viable, feasible, and desirable IET program.
Where You’ve Been – Team Activity

Since we last met, you used the **IET Assess Tool** to complete the following:

- Draft a preliminary list of key stakeholders for your IET program – both those you currently engage and new stakeholder relationships.
- Identify and assess gaps in your understanding of your community’s needs (learners and employers).
- Identify steps you can take to fill in those gaps.
Share Your Thoughts on the Team Activity

On this emoji scale, how are you feeling about the team activity you did this week?

1. Awesome, we’ve got this!
2. Working hard and making progress!
3. The jury’s still out.
4. YIPES, this is a lot!

Does anyone want to share what you picked and why?
Individual Assignment

Phase 2: Design and Plan

Before the next meeting on [INSERT DATE and TIME]:

- Read Section 2.0 Design and Plan in the IET Toolkit.
- Review the IET Planning Tool and all desk aids for the section.
- Take notes and write down your questions about the Design and Plan phase in your Participant Guide.
Cohort Discussion #1
Research and Assess

Breakout discussions will focus in on the Research and Assess Phase of IET development.

Your facilitators want to support the topics that are most important to you and encourage idea and solution sharing.