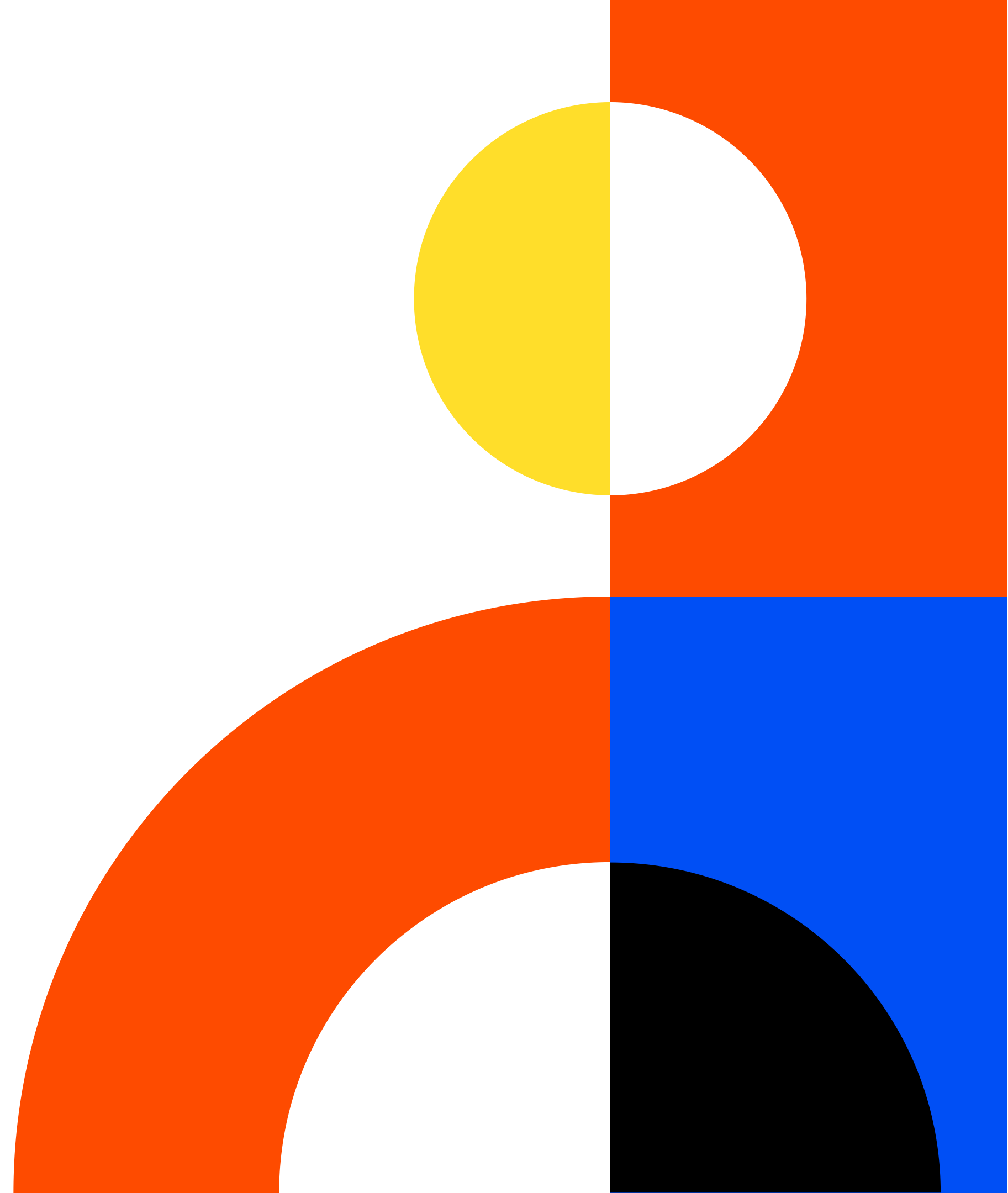


SEPTEMBER 23 2021

# Non-profit Transferable Skills Project



**Workforce Planning Board**  
of Waterloo Wellington Dufferin



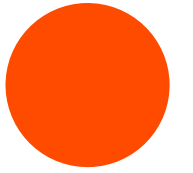
A decorative graphic on the left side of the slide. It features a black quarter-circle in the top-left corner. Below it, there is a solid orange rectangle. To the right of the orange rectangle is a yellow rectangle. A blue quarter-circle is positioned at the bottom-right corner of the yellow rectangle, overlapping the orange rectangle.

# About Workforce Planning Board

## **OVERVIEW**

- Who we are?
- What do we do?
- What are our current projects?

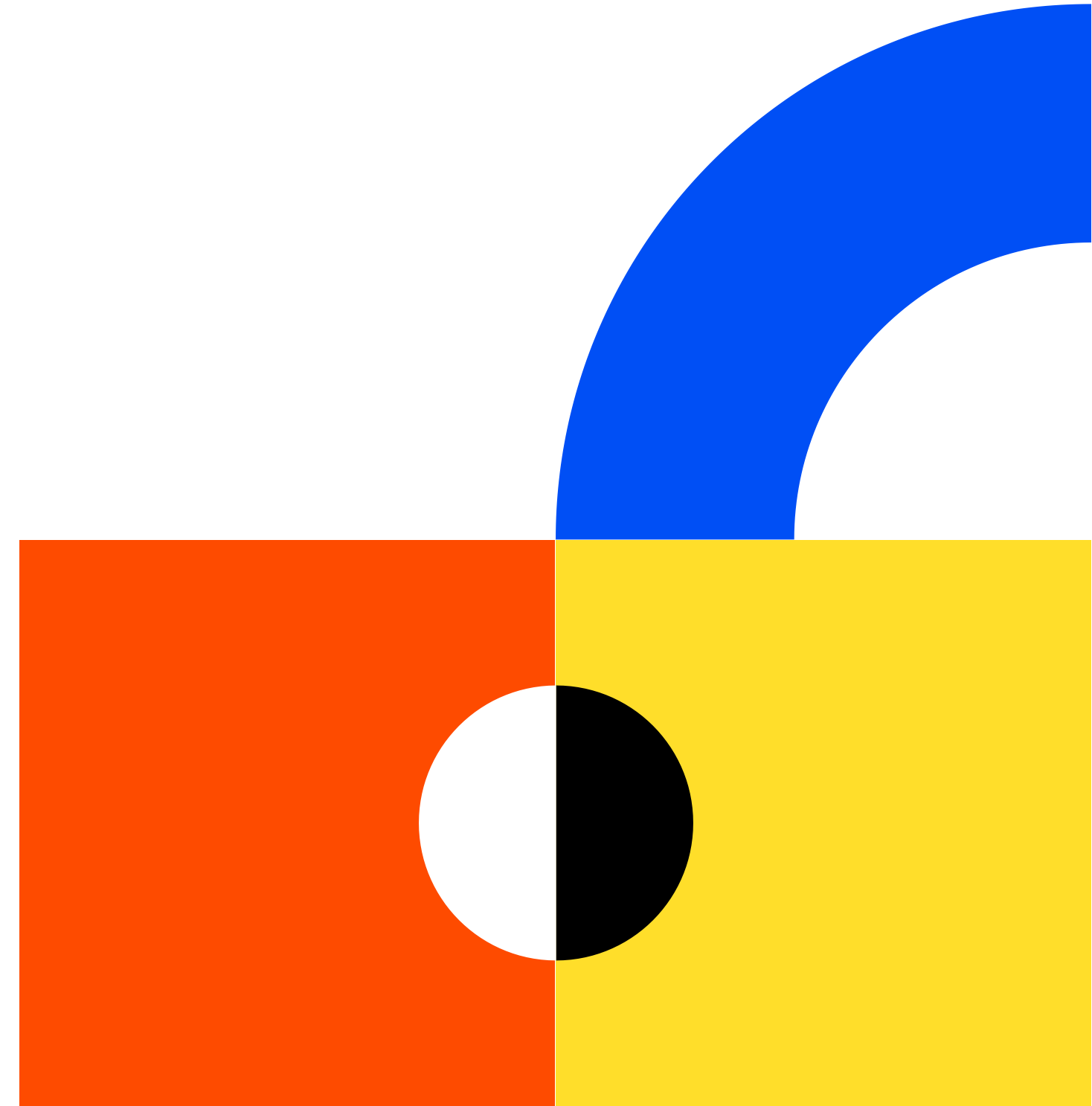
# What is the Project About?



## WHY IS IT IMPORTANT?

Transferable skills are constantly mentioned in today's market to jobseekers and employees. However, there is not always clear communication as to how those skills are seen and evaluated by employers or communicated to jobseekers.

In some cases, applicants are focusing on the incorrect skills and lose out on opportunities as they do not understand what is important. Providing that information may support people in transferring to new careers and industries.

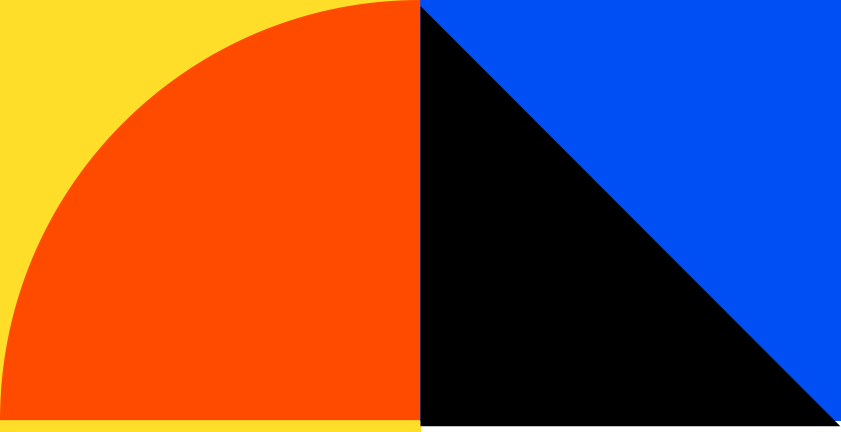




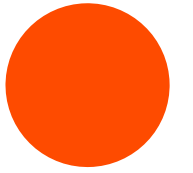
# What is the Final Product?

A **Pilot Model** with job profiles:

- Key skills needed in the not-for-profit sector for key common occupations
- Assistance to jobseekers in revising their resumes to reflect and to communicate transferable skills
- Giving employers a beginning profile from which to craft more precise job postings that will attract the best candidates.



# Our Approach



## **Preliminary Research Key Roles Groups**

- Management roles
- Administrative Roles
- Human Resources roles
- Tech roles
- Project Coordination roles
- Program Delivery roles
- Counselling roles
- Volunteer Management roles
- Tech roles
- Finance/Bookkeeping roles
- Marketing/Communications roles
- Fundraising/Development roles

## **Non-profit Transferable Skills Survey**

### **In-depth Interviews**

Conducting more in-depth interviews to better understand the needs of the sector and different organizational structures

### **Key Jobs Profiles**

# **Non-profit Transferable Skills Survey**

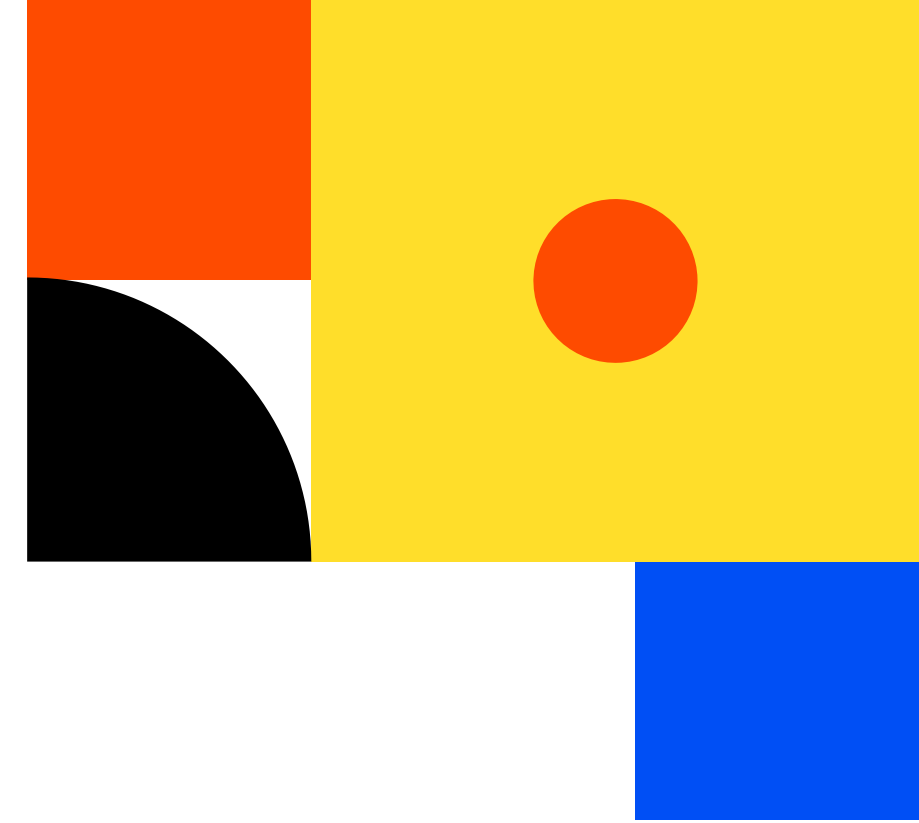
**1. Define what transferable skills are needed in key roles within the non-profit sector locally**

**2. Create a profile of skills that non-profits can use as a skills starting point**

**3. Customize profiles and skills for organization when creating job postings, new job descriptions or considering performance evaluations**

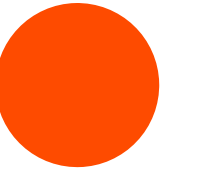
**4. An invaluable asset for many non-profits that do not have human resources staff**

**5. Help the industry begin to better communicate its needs to students and jobseekers alike**



# Non-profit Transferable Skills

## Survey Cont'd



### October 1st - Early Bird Entry

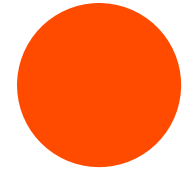
Enter a draw to win a one of three  
100\$ gift cards

### Open until October 15th

Approximately 30 mins or less of  
your time

<https://www.surveymonkey.com/r/GCZ6Y6J>

**Survey is customized to the size of your organization**



# Thank you!

Happy to answer your questions now

For questions, requests and anything else  
I can help you with, please email me at  
[olga@workforceplanningboard.com](mailto:olga@workforceplanningboard.com)

