

# Child Welfare Training & Workforce Development Plan 2023-24

**NOTE:** There are several tasks listed in the 2023-24 plan that are the same/similar as 2022-23. Most of these are continuous efforts or require several years to complete. Some of these tasks were delayed due to a lack of staffing. As of this writing, the Equity, Training and Workforce Development(ETWD) program has completed recruitment on 26 of 30 positions in the Equity, Training and Workforce Development Program, and these new staff are being onboarded and developed to begin work on the deliverables listed below.

## Objective:

Child Welfare will have a comprehensive Training and Workforce Development Program that supports the recruitment, selection, professional development, and advanced education opportunities of Child Welfare Staff and Resource Parents.

## Tasks:

### ETWD Staffing and Organization

- Onboard new Trainer/Developers and Operations Staff.
- Establish Roles and Responsibilities of ETWD Program Staff.
- Assign Trainer/Developers to areas of emphasis at the OCWP and District Level.
- Collaborate with Office of Child Welfare Programs(OCWP) to identify Training Priorities for Child Welfare Staff and Resource Parents.
- Develop Policy, Procedure, Best Practice and Standards for the following:
  - Curriculum Development
  - Instructional Design
  - Instructional Technology
  - Evaluation/Continuous Quality Improvement
  - Communications
  - Training Administration
- Fill vacancies in the following teams:
  - Training Operations Team
    - Instructional Technologist
    - Evaluation/CQI Specialist
  - Workforce Training Team
    - Leadership Consultant
    - Training & Development Specialist 2

### Operations

- Establish the following Training Policies:
  - Requirements for initial, annual, and periodic training for all Child Welfare staff.
  - Standards for design, delivery, evaluation and administration of training.
  - Version control and curriculum review of training.
  - Standards for training data collection, evaluation, analysis, and reporting.
- Establish the following Procedures:
  - Finalize organizational structure and operations of Training Advisory Board.

- Led by Operations Team.
  - Continue to refine process to request new/updated training content.
  - Provide technical support and coaching for project proposals requesting training deliverables.
- Storage and maintenance of training library.
- Procurement procedures for purchasing, contracts, grants, and other solicitations.
- Standard template for Curriculum developed and delivered within Child Welfare.
- Implement a Communications Strategy that includes
  - Marketing upcoming trainings.
  - Messaging training requirements.
  - Feedback loop for staff, resource parents, and community related to effectiveness of training.
  - Incorporating community voice into training & workforce development projects.
- Evaluate workforce development technology and identify solutions related to
  - Maximize functionality of Learning Management System to ensure child welfare staff are able to communicate, register, attend, complete, track, and report training.
  - Identify classroom software designed specifically for virtual training/educational delivery.
  - Explore technological solutions for training development and delivery including smart phone applications, computer software, and devices that provide audio, video, virtual, and other experiences that support skill and competency development.

## Content

- Develop a Pilot Academy for new Social Specialist 1 staff including:
  - Child Welfare Orientation
  - Updated 18 month Training Calendar with enhanced content
  - Establishing clear definitions of Trainee
  - Onboarding Best Practices
  - Ongoing Professional Development Enhancements
- Update the following content:
  - Indian Child Welfare Act(ICWA) Computer-Based Training
  - Consolidate OR-KIDS reference materials and develop 3-5 minute video microlearnings.
  - Orientation to Child Welfare
  - On-Ramp transfer of learning tool
- Develop and/or Implement new content:
  - Oregon Indian Child Welfare Act(ORICWA)
  - Motivational Interviewing
  - Coaching
  - Structured Decision Making
  - Worker Safety
  - De-escalation and Non-Violent Crisis Intervention
  - Bespoke pre-service training plans for positions currently using a generic plan.

- Transfer of learning materials for Casework, Management, and Support staff.
- Recruitment & Selection of CW staff

### **Continuing Education**

- Revamp Child Welfare Education Program(CWEP)
  - Review eligibility requirements for BSW/MSW applicants employed by Child Welfare or applying as recruits.
  - Establish a formalized internship program at ODHS to afford BSW/MSW students internal internship opportunities.
  - Explore other degree paths within the Child Welfare Education Program.
  - Explore the possibility of providing stipends for students at other Universities.

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