



1. Professional Development mapping launch - Leadership meeting

Leadership meeting actions and outcomes

1. Option to review: [What is pathway mapping and why do we do it?](#)
2. Review [mapping session agenda](#) and co-develop objectives
3. Identify key stakeholders (see slide 3) to invite to the 1-2 hr planning meeting (Step 2)
 - [Pathway mapping invitation](#)
4. Ensure that roles have been assigned (see slide 4)

Establish the right team:

Who to invite to the mapping session

Instructional faculty:

Ideally, full-time faculty from program departments, including faculty that serve on the curriculum committee.

K-12 Partners: High school principals, teachers, and counselors should be engaged to identify opportunities to create fully integrated career pathways that connect K-12 and post-secondary programs of study.

Counseling faculty:

Counseling faculty are critical as they have a breadth of knowledge about program, graduation, transfer requirements. They work directly with students, so they understand their needs and are important for communicating information to students.

Dean or Department Chair:

It is important to have decision-makers at the table.

Industry: Representation by employers or faculty that come directly from industry that understand the skills needed for the pathway are key members of the process.

Ensure that roles and responsibilities have been assigned:

1. **Lead facilitator(s):** facilitates sessions, creates presentations, guides mapping and action planning process.
2. **Main mapper:** creates and manages pathway maps. The main mapper must decide early in the process what tool they are going to use to create, edit and share the maps. It is important that whoever is creating and maintaining the pathway maps is comfortable with the tool they are using. It is also important that it is a diagramming tool that includes shapes and text, that it can create documents that can be shared with ease, and that the barriers to creating an account (if needed) are as low as possible. CLP has used Lucidchart for its pathway mapping because it fulfills all of these criteria and provides [free accounts to education providers](#).
3. **Logistical Coordinator(s):** manages meetings invitations, finds suitable meetings space, shares online resources, prints and collates materials.

Strategic Planning

Pathway mapping begins with a deep conversation with partner leadership to collaboratively assess existing pathway data and practices, to understand partnership needs, desired vision and outcomes, and theory of change.

Action steps:

- Gather K12 and community college pathway partnership cross-functional executive leaders and complete a [pathway partnership assessment](#)
- Review synthesized goals and outcomes to [develop vision and theory of change](#)
- Commit to regular communication and accountability system for partnership

Institutional Support and Buy-in

- Use student outcomes (e.g. program completion and job placement data) and industry data (e.g. industry growth and wage data) to highlight the importance of career pathways. Data can speak volumes to faculty and administrators, as well as students.
- Communicate the value of pathway mapping as an approach that can improve completion rates and increase enrollment, thereby making CTE programs more efficient and cost-effective.

Determine Project Deliverables

Sample Project Deliverables:

- Alignment of 9-14 curriculum with occupational competencies (curriculum development, early college credit opportunities, C-ID, and CBEDS code)
- Identify and plan sector and pathway specific professional development
- Analyze and produce local pathway maps
- Pre-work for production of the regional pathway maps



Ready for Step 2!