

Council Agenda Item 26-0477R



MEETING DATE: 05/26/2026

SUBJECT/TITLE: Workforce Development Supervisor

SUBMITTED BY: Amber Royer Henderson

RECOMMENDATION: Approve

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: Approved by Civil Service on 05/05/2026

PREVIOUS COUNCIL ACTION: N/A

BACKGROUND: The new job classification of Workforce Development Supervisor is being created to assist the Manager and Director with oversight of programs and staff within the Workforce Development division. This position will collaborate with the Workforce Development Operations Manager in the development and day-to-day implementation of programs and services to both jobseekers and employers. The Supervisor will also play a critical role in developing and maintaining internal and external partnerships with diverse stakeholder groups, leading innovation and ensuring compliance with federal and state requirements, and representing Workforce Development to employers and external stakeholders.

BUDGET/FISCAL IMPACT: Budgeted for current year

OPTIONS: N/A

NECESSARY ACTION: Approve

ATTACHMENTS:

- Exhibit A: Resolution Cover Memo
- Exhibit B: Workforce Development Supervisor (New) Job Description