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**Building Pathways to Innovation Through   
Strategic Employer Engagement**

**Technical Assistance Opportunity: BILT Academy Cohort 2**

The BILT Academy is designed to assist community and technical colleges in their efforts to actively engage local business and industry in co-leading college programs through implementation of the Business & Industry Leadership Team (BILT) model. Interested colleges are invited to apply to become part of Cohort 2. Details of the application process and Academy participation follow.

**Application Due Date and Milestones:**

**Applicant Webinar:** September 16, 2021 at 1:00 pm EST - [REGISTER NOW](https://zoom.us/meeting/register/tJ0sdO6vqDMvHNaeQQ5nwpP5mSXOCX5plf5a)

**Application Due:** October 5, 2021

**Applicants Notified:** October 28, 2021

**Academy Duration:** November 2021 – September 2022

**Background:**

Led by the Center for Occupational Research and Development (CORD) and BILT subject matter experts, the BILT Academy provides technical assistance (TA) services at no cost to participating

colleges.

The heart of the *Building Pathways To Innovation Through Strategic Employer Engagemen*t (PTI) project is developing strong business engagement between technical education programs and the employers who seek to hire graduates of these programs. The project builds on the National Science Foundation-supported Business & Industry Leadership Team (BILT) model, a proven method for strategic employer engagement developed by the National Convergence Technology Center. Colleges engaged in PTI’s BILT Academy learn how to develop employer relationships that yield workforce intelligence at a depth and with a frequency to facilitate continuous program improvement and innovation. They are also supported in creating a BILT for a single technical discipline.

**What’s So Unique About the BILT?**   
The BILT model puts businesses in a co-leadership role for community college technical programs. The frequency, specificity, and depth of business input, coupled with an industry-led governance structure, sets the BILT model apart from traditional advisory committees. BILTs embrace the notion that employer engagement is not an event, but a process built on trusted relationships between colleges and companies. BILTs leverage the sector knowledge of employers and teaching expertise of faculty to foster powerful collaborations that ensure program curriculum meets the needs of business and that students are workforce ready. *Learn more about the* [*BILT model*](https://www.pathwaystoinnovation.org/bilt-academy-blog/).

**Purpose/Format:**  In the BILT Academy, the *Pathways To Innovation* project provides professional development and technical assistance through one-on-one coaching designed to assist community and technical colleges in their efforts to build strong and sustainable employer relationships.

**Eligibility:** Teams from 12 community college STEM programs will be selected for Cohort 2 of the BILT Academy.

**Cost:** No cost to colleges

**College Commitments:**

* **Identify in-demand occupation/technical discipline** on which to focus (e.g., cybersecurity, mechatronics, etc.).
* **Identify a faculty member *and* an administrator** from the college as key points of contact for the team. Commit appropriate time and personnel to administrative and logistical tasks essential for recruiting and establishing an effective BILT.
* **Identify an employer** who understands the benefits of employers “co-leading” college programs and who commits to actively participate monthly as part of the BILT Academy team.
* **Develop** **an active BILT** for the technical discipline identified, including holding synchronous online or on-site analysis of job skills.
* **Participate in monthly cohort meetings** (November 2021 through September 2022) that will guide the implementation of local BILT teams.
* **Participate in monthly coaching sessions with a dedicated TA Coach** and continuously update an action plan for local BILT implementation.
* **Benefit from** BILT Academy on-demand tools and resources.
* **Actively** **participate in the cohort community of practice** by sharing resources and promising practices with other teams.
* **Document lessons learned** during participation in theBILT Academy and be featured in project publications.

**BILT Academy teams will benefit from the following:**

* Monthly coaching from an experienced BILT coach and monthly cohort meetings to support local implementation.
* Online access to professional development modules, implementation tools and templates, and planning timelines for BILT implementation.
* Direct assistance (face-to-face or virtual) from Dr. Ann Beheler, originator of the BILT model, in conducting a BILT meeting to prioritize the knowledge, skills, and abilities (KSAs) employers expect workforce-ready graduates to possess 12-36 months into the future.

**Submissions:**

Cohort applications are due October 5, 2021. Colleges selected for participation will be notified October 28, 2021. Submission details are found in the application.

**Questions?**

***Email*** [***BILT@cord.org***](mailto:BILT@cord.org) ***to ask questions****about the application process or BILT Academy services.*

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BILT ACADEMY COHORT 2

***Application for Participation***

This application should accurately reflect your college’s relevant experiences, planning activities, and desired benefits of participation. All items must be completed. Email your application as a Microsoft Word file on or before October 5, 2021 to BILT@cord.org

**Respond to each item in the spaces provided below; rows will expand as you type.   
Feel free to provide as much information as you deem appropriate.**

**Section I:  Your Institution**

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| **Name of College:** |
| **College Website:** |
|  |
| **Lead Faculty Contact Name:** |
| **Address:** |
| **City:**  **State: Zip:** |
| **Email:**  **Phone:** |
|  |
| **Lead Administrator Contact Name:** |
| **Title:** *(Associate Dean or above)* |
| **Address:** |
| **City:**  **State: Zip:** |
| **Email:**  **Phone:** |

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| **Industry Focus:** *Identify the in-demand occupation/technical discipline**around which your college will focus its BILT implementation.* |
| **Lead Employer Contact Name:** |
| **Lead Employer Contact Title:** |
| **Address:** |
| **City:**  **State: Zip:** |
| **Email:**  **Phone:** |

**Section II: Your Experience**

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| **Experience with Employer Engagement**  *Describe your related employer engagement efforts (i.e. identifying workforce needs, activities with your existing business advisory council including soliciting feedback on curriculum and industry credentials, developing work-based learning opportunities, apprenticeships, etc.)  Please also describe the frequency of meetings, the number of employers attending, and job titles (or functions) of those who actively participate.* |
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**Section III. Your Partnerships**

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| *Describe below the partnerships your college will leverage and/or develop to support BILT implementation. Identify the entities involved (departments, educational institutions, employers, industry associations, workforce development agencies, community organizations) and describe how the partnerships will help facilitate BILT implementation, provide work-based learning opportunities, and support recruitment. Specify if a partnership already exists or is planned.* |
| ***Internal Partnerships:***        ***External Partnerships:*** |

**Section IV. Motivation and Desired Benefits**

*What motivated your program/college to pursue adoption of the BILT model?*

*How could your college team benefit from participation in the BILT Academy?*

**Institutional Commitment**

[Name of College]  affirms the proposed BILT Academy Team is committed to active participation in, and completion of all Academy requirements specified in this application.

Name and Title of College Dean or Vice President

Signature of Named Individual Date