Strategic Planning Approach and Tool

This worksheet supports teams in turning the STEM pathway concepts into practical next steps. It is designed to help partners identify shared objectives, assign responsibilities, and establish a timeline for progress. Use this tool when you are ready to move from planning to action.

Who should use this worksheet:
Local or regional teams that include representatives from:

- Employers / industry
- Education and training programs
- Workforce system (including VR)
- Apprenticeship offices
- Community and youth partners (as relevant)

How to use this worksheet:

1. Identify:
    a. Leadership Team
    b. Facilitator
    c. Plan Period – Timeline
    d. Meeting Cadence
2. Identify 2 – 4 objectives on which your team wants to focus initially
3. For each objective, identify the activities needed to support progress.
4. Assign roles and timelines based on partner strengths
5. Define outputs (what will be created or completed) and outcomes the intended impact)
6. Revisit this worksheet every 4 -6 weeks to track progress and adjust as needed.

Pathway Development Community:

Leadership Team:

Project Team Representative:	Title:	Representing:

Facilitator:
Planning Period – Timeline:
Leadership Team Meeting Cadence:

Strategic Plan:
Add Team objectives to chart below, articulating the logic model for leadership activity. Possible Objectives may include (areas that can be considered either in alignment with or in support of already established team objectives):

1. Community Partnerships Resource Development (resource mapping)
2. Outreach and Education
3. Business Partnership/Leadership – Including identification of local STEM Career Pathways
4. Navigator Identification and Support
5. Driver Alignment
6. Pathway Development and Articulation

Objective	

Activity	Timeline	Responsible	Output (Process)	Outcome (Impact)

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