## Worksheet

21

## Filling Workforce Needs

Use the space below to flesh out new position titles and task descriptions for each new enterprise or existing enterprise that is short on labor. Next, if adding labor, describe the type of position that will be created—full-time or part-time, temporary or permanent, seasonal or year-round—as well as the skills desired for each position. Lastly, describe your strategy for addressing workforce gaps and acquiring and training labor. Workforce strategies may include: reassigning current labor; adding new labor (family, employees, volunteers, interns); hiring out work to custom operators or consultants; or developing work trade arrangements with neighbors or relatives. You might also consider reducing some of your labor needs through the use of additional equipment and machinery or through new business arrangements.

Position/Task (title)	Type of Position (full time/part time, temporary/permanent)	Skills/Experience Desired	Acquisition Strategy
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