



Economic and Skill Gap Analysis Template

The foundation of a Career Pathways system is an understanding of the regional labor market. Planners and team members must look at both the regional demographics and the current and projected need for workers.

The career pathways team should seek to answer the following questions

- I. Demographics—Age and Gender
 - a. What is the total population of the region?
 - b. What is the population expected to be in five years? Is there a projected increase or decrease?
 - c. In five years, what percentage of the population will be 55 years old and older
 - d. In five years, what is the age breakdown (by percentage) of the population under 55 years of age?
 - e. What is the projected breakdown between males and females?
 - f. Is your area experiencing any “in migration” or “out migration” of workers that will impact the labor pool?

- II. Demographics—Skill and Education Levels
 - a. What is the breakdown of skill and education levels of the current population?
 - b. Are you able to project the skill and education levels for the population in five years?

- III. Jobs by Industry
 - a. What industries are most critical to your area’s economy?
 - b. What industry(ies) is(are) projected to experience the highest growth in new jobs over the next five years?
 - c. What are the average earnings projected to be for those positions?
 - d. How does the rate of growth in your region compare to the rate of growth for that industry statewide?
 - e. What industries are projected to show a decline over the next five years?

- IV. Occupations by Industry (Occupations that are showing substantial growth)
 - a. What specific occupations within those growth industries or critical industries are showing a projected increase?
 - b. What is the projected increase for those occupations over the next five years?
 - c. What are the skill and education levels required for employment in these occupations?
 - d. What are the skills, education and competencies required for employment in declining occupations?

- V. Skill Gap Analysis
 - a. How do the skill and education levels of the current labor supply compare to those required in growth and critical occupations?

- b. How do the skill and education levels of declining occupations compare with those of growing occupations?
- c. Are there any organizations currently addressing the needs identified in the skill gap analysis for the following populations:
 - i. Out-of-school youth
 - ii. Low-wage/low-skill workers
 - iii. Speakers of languages other than English
 - iv. Dislocated workers
 - v. Incumbent workers
 - vi. Others
- d. What is the capacity of these organizations to meet future demand?
- e. What skill gaps are not being addressed?
- f. What can be done to address these skill gaps?

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