**Tribal Workforce Development:**
**Glossary and Acronyms**

**Workforce Development: A Broad Definition**

For the purposes of this toolkit, workforce development refers collectively to the education and training efforts that tribal nations, Native organizations, and tribal colleges and universities (TCUs) deploy to endow tribal citizens with the skill sets and experience necessary to build and sustain careers that enable them to achieve personal and familial self-sufficiency and contribute in meaningful ways to their tribal nations and communities.

**Glossary: Other Key Terms and Definitions**

- **brain drain:** in the tribal context, refers to the tendency of a tribal nation’s highly skilled and educated citizens to leave tribal communities to seek work because of a lack of local job opportunities (or an inability to fairly compete for available jobs)
- **bureaucratic:** a governmental/organizational/programmatic system that is unduly focused on policies and procedures at the expense of common sense, efficiency, and making a positive impact
- **citizens:** refers inclusively to the officially recognized “citizens” or “members” of tribal nations
- **crabs in the bucket:** an unhealthy dynamic in some communities and workplaces where those who pursue professional development/career advancement opportunities are hindered or criticized by others because of jealousy and other reasons
- **gainful employment:** steady work and income
- **Indian Country:** refers inclusively to tribal nations and communities and Native people as a whole
- **programs:** refers inclusively to all of the programs and services that a Native nation government provides to its citizens
- **self-administration:** refers to tribal administration of workforce development approaches and programs designed by outsiders (typically the federal government) and answerable to outsiders’ priorities and criteria for success
- **self-governance:** refers to tribal design, implementation, and refinement (i.e., governance) of workforce development approaches and programs that advance tribal priorities and meet tribal criteria for success
- **silo effect:** characterized by a lack of communication, coordination, cooperation, and/or common goal-setting between governmental departments and programs responsible for workforce development and related activities, and often leads to replication of services, poor quality of services, and inefficient spending of governmental funds
- **soft skills:** the interpersonal, communication/listening, time management, conflict resolution, problem-solving, teamwork, motivational, and other skills that individuals need to succeed in the workplace (as opposed to job-specific or “hard” skills)
- **work experience:** limited-term job placements designed to acclimate new workers to professional working environments to improve their chances of obtaining and sustaining permanent employment
- **workforce development practitioner:** any individual who directs or works for workforce development and related programs
- **wrap-around services:** comprehensive, coordinated, “person centered” services that take a holistic approach to preparing individuals to succeed in work – and life

**Acronyms**

- **166:** Section 166 (Indian and Native American Programs) of WIOA
- **477:** Public Law 102-477, the Indian Employment, Training, and Related Services Demonstration Act of 1992
- **ACF:** Administration for Children Families within HHS
- **ACS:** American Community Survey
- **BIA:** Bureau of Indian Affairs within DOI
- **CDFI:** Community Development Financial Institution
- **CSBG:** Community Services Block Grant
- **DOI:** U.S. Department of the Interior
- **DOE:** U.S. Department of Labor
- **GA:** General Assistance program (BIA)
- **HHS:** U.S. Department of Health and Human Services
- **HUD:** U.S. Department of Housing and Urban Development
- **JOM:** Johnson-O’Malley Act (1934) programs that address the distinct educational needs of Native youth
- **JTPA:** Jobs Training Partnership Act (October 1982)
- **LIHEAP:** Low Income Home Energy Assistance Program (ACF)
- **MOA/MOU:** Memorandum of Agreement/Understanding
- **NACTEP:** Native American Career and Technical Education Program (Department of Education)
- **NINAETC:** National Indian and Native American Employment and Training Conference
- **STEM:** Science, Technology, Engineering and Math fields
- **SWOT:** Strengths, Weaknesses, Opportunities, and Threats analysis
- **TANF:** Temporary Assistance for Needy Families program
- **TCUs:** Tribal colleges and universities
- **TERO:** Tribal Employment Rights Ordinance or Office
- **TVR:** Tribal Vocational Rehabilitation, administered by nearly 100 tribal nations and Alaska Native organizations nationwide
- **WIA:** Workforce Investment Act of 1998, replaced by WIOA in 2014
- **WIOA:** Workforce Innovation and Opportunity Act (July 2014)