Partnership Process Overview

**PHASE 1**

**PARTNERSHIP FORMATION (GOL FACILITATED)**

- Identify Business Need
- Identify High Quality Partners
- Create Shared Goals
- Involve Leadership
- Dedicate Team
- Design Strategy

**PHASE 2**

**PARTNERSHIP STRATEGY AND IMPLEMENTATION**

- RFP Creation
- Outreach & Assessment
- Skill Development
- Work-Based Experience
- Hiring
- Retention

**GRADS of LIFE TOOLBOX**

- **BUSINESS CASE:** Help identify key business need
- **PARTNERSHIP DIRECTORY:** Online directory to identify talent partners in your area
- **PARTNERSHIP RFP:** Explicit agreement between employer and partner
- **IMPLEMENTATION TOOL:** Determine partnership strategy details
## 1. Partnership Formation 101

### 1. PARTNERSHIP FORMATION (GOL FACILITATED)

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>IDENTIFY BUSINESS NEED</strong></td>
<td>Determine the business need that the partnership is designed to address, such as recruitment efficiency, retention, diversity, or community social impact.</td>
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<tr>
<td><strong>IDENTIFY HIGH QUALITY PARTNERS</strong></td>
<td>Choose partners that have a demonstrated record of effectively working with Opportunity Youth and employers.</td>
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<tr>
<td><strong>CREATE SHARED GOALS</strong></td>
<td>Develop explicit goals, roles, timelines, and indicators of success of the partnership, including specific metrics. Record an agreement in a memorandum of understanding.</td>
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<tr>
<td><strong>INVOLVE LEADERSHIP</strong></td>
<td>Gain support of company leaders for partnership.</td>
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<tr>
<td><strong>DEDICATE TEAM</strong></td>
<td>Dedicate staff to manage the partnership and maintain consistent communication.</td>
</tr>
<tr>
<td><strong>DESIGN STRATEGY</strong></td>
<td>Design implementation strategy and plan.</td>
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### BUSINESS CASE:
Help identify key business need.

### PARTNERSHIP DIRECTORY:
Online directory to identify talent partners in your area.

### IMPLEMENTATION TOOL:
Determine partnership strategy details.
2.1 Outreach And Assessment

### 2. PARTNERSHIP STRATEGY AND IMPLEMENTATION

#### PHASE 1 + RFP

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<th>OUTREACH &amp; ASSESSMENT</th>
<th>SKILL DEVELOPMENT</th>
<th>WORK-BASED EXPERIENCE</th>
<th>HIRING</th>
<th>RETENTION</th>
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#### EMPLOYER

- Identify core competencies of roles to be filled
- Map role career path opportunities
- Communicate competencies, career pathways, and corporate culture to provider

#### PARTNER

- Assess skill level of potential candidates and identify areas for development
- Share information about company work environment and career opportunities with young adults
- Vet potential candidates for fit based on both skills and interest in career

#### OUTPUT

- Clear role descriptions and candidate profiles
- Vetted group of young adults for talent pipeline program

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## 2.2 Skill Development

### PHASE 1 + RFP

#### OUTREACH & ASSESSMENT

**EMPLOYER**

- Assess existing learning and development systems and processes
- Share relevant training materials with partner
- Determine participation level in training delivery
- Organize employees to volunteer as mentors

**PARTNER**

- Provide core professional skill training
- Develop or adapt technical training curriculum to meet role-specific needs
- Mentor young adults throughout training
- Test efficacy of training model to deliver repeatable results with employer

**OUTPUT**

- Training curriculum corresponding to roles
- Young adult equipped with critical, role-specific professional and technical skills

### WORK-BASED EXPERIENCE

**EMPLOYER**

- Assess existing learning and development systems and processes
- Share relevant training materials with partner
- Determine participation level in training delivery
- Organize employees to volunteer as mentors

**PARTNER**

- Provide core professional skill training
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**OUTPUT**

- Training curriculum corresponding to roles
- Young adult equipped with critical, role-specific professional and technical skills
## 2.3 Work-based Experience

### 2. PARTNERSHIP STRATEGY AND IMPLEMENTATION

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#### EMPLOYER
- Provide structured on-site opportunity such as an internship, apprenticeship, or temporary job
- Provide structured feedback to young adult
- Communicate young adult performance to partner

#### PARTNER
- Gather employer feedback on performance
- Provide ongoing mentoring and support to young adult

#### OUTPUT
- Young adult has opportunity to practice skills and gain company exposure
- Employer can determine fit & preparedness for long-term employment

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2.4 Hiring

**EMPLOYER**
Review potential young adult hires according to criteria aligned to training curriculum, and extend invitation to interview.

Conduct interview and extend offer.

Provide onboarding training.

**PARTNER**
Assist young adults with job applications and interview preparation.

Gather feedback from employer about candidate fit.

**OUTPUT**
Youth receive a job offer and are prepared to be successful in the workplace.

Win-win: Youth placed in jobs with career growth opportunities and employer finds a new pipeline of talent to meet hiring needs.
### 2.5 Retention

#### 2. PARTNERSHIP STRATEGY AND IMPLEMENTATION

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**EMPLOYER**

Provide structured feedback to young adult

Articulate career paths & provide learning & development opportunities

Participate in scheduled check-ins with partner

**PARTNER**

Continue mentoring by conducting weekly check-in with young adult (first 3 months)

Visit employer on a monthly basis and/or conduct bi-monthly calls

Provide additional training as appropriate

**OUTPUT**

Young adult persists and advances in company, reducing turnover costs and increasing overall productivity