



Conversation Starter Template with Employers

Topics to Discuss	Notes
<p>1. Why does this partner need us?</p> <p><i>What is the employer's "pain point?"</i></p> <ul style="list-style-type: none"> • <i>Finding employees?</i> • <i>Retaining employees?</i> • <i>Communicating with employees or customers?</i> • <i>Need to train or upskill employees?</i> • <i>Reduce waste?</i> • <i>Improve productivity?</i> 	
<p>2. What does the partner need us to do?</p> <p><i>What can our adult education program do to help the employer with its need?</i></p> <ul style="list-style-type: none"> • <i>High school equivalency training?</i> • <i>English language learning?</i> • <i>Integrated Education & Training?</i> • <i>Some other kind of workforce literacy training to address a particular skill?</i> 	
<p>3. How can the partner contribute to this effort?</p> <p><i>What contribution can the employer make to ensure the partnership is successful?</i></p> <ul style="list-style-type: none"> • <i>Pay employees while in training?</i> • <i>Bonus or incentive for completing training?</i> • <i>Provide space for training?</i> • <i>Provide materials or equipment?</i> 	

<ul style="list-style-type: none"> • <i>Internship, job-shadowing, or other on-the-job training experience outside of class?</i> 	
<p>4. How will everyone benefit?</p> <p><i>What positive outcomes will the employer, adult education program, and participants receive as a result of this partnership?</i></p> <ul style="list-style-type: none"> • <i>For the employer: Return on investment? Reduced costs? Bigger pipeline of employees? Better retention of employees?</i> • <i>For the adult education program: More measurable skill gains? More enrolled students? More "Primary Indicators of Performance?"</i> • <i>For participants: More employment opportunities? Greater opportunities for promotion? More pay?</i> 	
<p>Other topics I want to discuss with the employer?</p>	