

Employer Readiness Checklist

Use this to pressure-test your plan before you post the role.

- We've identified 1–2 roles/projects suited to early-talent (8–12 weeks or a semester).
- The role is defined by **skills** and outcomes, not years of experience.
- We've named a **sponsor** (decision-maker) and a **mentor** (day-to-day support).
- We have a simple, fast application flow (no marathon ATS).
- Compensation, schedule, and location expectations are set and written down.
- A Day 1–7 onboarding plan exists (access, tools, intros, checkpoints).
- We've prepared a basic supervision guide (weekly 1:1s, feedback cadence).
- Deliverables and deadlines are visible in a shared doc or project board.
- Success metrics are defined (completion, conversion, satisfaction).
- We have a plan to **tell the story** (spotlights, LinkedIn posts, internal recap).
- Post-program survey templates are ready for both the manager and participant.
- We know our next step to **scale** if this pilot works (second role, second team, or longer duration).

