



# iinsightful

## Invest in your future workforce pipeline.

We are looking for businesses to sponsor a paid 40-hour professional work experience opportunity (1-week) for area educators. It's a unique avenue to shape and develop your future workforce pipeline while giving an educator an insightful perspective and experience that they can take back to their classroom.

Your participation gives educators valuable exposure to diverse workplaces and a chance to meet industry leaders. That means as a business hosting an educator, you directly contribute to a better-prepared workforce and enhance your talent pipeline.

### EDUCATORS IN THE **WORKPLACE**

IN PARTNERSHIP WITH

IOWA  
**Intermediary  
Network**



*Iowa Association of  
Business and Industry*

### YOU GAIN:

- A unique platform for community involvement.
- An opportunity to grow awareness for your business. You share valuable expertise to educators and their students. They will share the experience with others and promote the positive aspects of your company culture.
- A better understanding of the demands and challenges of preparing your future workforce.
- A connection with the community through the school to build on, leading to additional opportunities.



### INTERESTED?

**FIND MORE DETAILS  
AND GET IN TOUCH!**

Scan the code or visit [bit.ly/3u5hlpJ](http://bit.ly/3u5hlpJ)



# WORK-BASED LEARNING SERVICES

IOWA  
**Intermediary**  
*Network*



## EDUCATOR IN THE WORKPLACE BUSINESS CHECKLIST

Use this business checklist as a guide for success when preparing as the host of an Educator-in-the-Workplace experience!

### SETTING UP THE EXPERIENCE

- Connect with your Intermediary for any questions or concerns about the experience.
- Record your intermediary contact information for easy reference:  
  
Name \_\_\_\_\_  
  
Phone \_\_\_\_\_  
  
Email \_\_\_\_\_
- Provide a brief description of the company, as well as job duties that will be performed by the educator prior to the experience.
- Get business-wide backing! For this to be successful it is important that everyone within the business is aware of the experience and understands the learning and potential outcomes from it.
- Determine if the educator will need to go through the business new employee orientation and/or safety training.
- Determine dates and times of the experience.
- Complete all course liability/MOU/waiver forms.
- Provide the educator with important details: work hours, dress code, PPE, lunch plans, etc.
- Compile a shortlist of resources the educator should familiarize themselves with before starting the experience.

### DURING THE EXPERIENCE

- Delegate duties! Make sure you have real work lined up for them to do, to meet your company's goals and objectives.
- Have space ready for each educator completing an experience.
- Provide necessary equipment and resources for them to do the job.
- Identify mentor(s) for the educator while in the experience.
- Think beyond the educator's classroom (needs) and keep in mind others within that district that could benefit from the connections and resources from the experience.

### BUSINESS FOLLOW-UP

- Let your community know! Use press releases to local media, posts on social media, and any other communication tools you have at your disposal to get the word out about your involvement.
- Share internally! Don't forget to let your employees know who was involved and any positive outcomes or comments received from the opportunity.
- If you'd like other opportunities to get involved with work-based learning experiences, reach out to the Iowa Intermediary Network. As a single source of contact for employers and educators, IIN coordinators are instrumental in building or plugging you into innovative work-based learning experiences.

### FIND MORE OPPORTUNITIES



SCAN THE CODE  
OR VISIT  
[IOWAIN.ORG/CONNECT](http://IOWAIN.ORG/CONNECT)

Connect with your regional coordinator for details on these additional services:

- career classroom speaker
- career immersion experience
- connection lab live & recorded events
- individual worksite job shadow
- interactive career event
- internship/MOC support
- mock interviews
- professional skill development activities
- virtual career event
- virtual job shadow/informational interview
- worksite exploratory event

LEARN MORE AT [IOWAIN.ORG](http://IOWAIN.ORG)

Explore with **confidence**

