# TEMPLATE POTENTIAL PARTNERSHIP STAKEHOLDERS WORKSHOP

## PURPOSE

The purpose is develop local,sustainable partnership arrangements to assist your 15- 24 year old students make informed transition decisions

### ADMINISTRATIVE DETAILS.

Date;

Location

Start& end time

Facilitation

## STAKEHOLDERS INVOLVED

The following people have committed to attend and make the contributions necessary to decide future partnership directions.

## INTENDED OUPUTS OF THIS MEETING .

* An agreed partnership action plan

## AGENDA

Welcome

Presentation

* Due diligence executive summary
* Summary Report of the Strategic Conversation conducted with stakeholders.

Discussion of the available evidence

Action planning

### Inputs supplied at the meeting

Executive summary of due diligence

Summary of strategic conversations

Research evidence what works in this focus area

Meeting process support

Action plan format

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Action | Who does it | When | Intended outcome  From the MERF indicators | notes |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |

Title for the partnership

Actions

* Linked to the indicators