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**Needs and Assets Assessment Team:**

**Structure, Recruitment and Roster**

| **NEEDS AND ASSETS ASSESSMENT TEAM STRUCTURE** |
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| What structure are you going to use to bring students, staff, families, and community members together to develop and execute a needs and assets assessment plan? Who will lead engagement efforts for each interest holder group? How will team members coordinate efforts and communicate learning and progress towards engagement goals? |
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**Tips and Tools for Recruiting Engagement Team Members:**

* **Roster Template:** Use the table below to populate your potential and confirmed members.
* **When to identify members:** During mapping and other engagement activities.
* **Who makes a good member:** Interest holders who are excited to develop and execute a transformational needs and assets assessment plan and those who have the time to implement the plan.

| **RECRUITMENT PLANNING:****Identifying Engagement Team Members** |
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| **Student Recruiting:** What is your plan for recruiting students onto the needs and assets assessment team? |
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| **Staff Recruiting:** What is your plan for recruiting school staff onto the needs and assets assessment team? |
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| **Family Recruiting:** What is your plan for recruiting families onto the needs and assets assessment team?  |
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| **Community Recruiting:** It is important to engage the community both in and around the school. This includes neighbors, non-profits or other community-based organizations, religious organizations, businesses, and beyond. What is your plan for recruiting community members onto the needs and assets assessment team? |
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| **ROSTER:** **Identifying Engagement Team Members** |
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| **First Name** | **Last Name** | **Interest Holder Engagement Team:** Student, Staff, Family, or Community Member | **Team Membership:** Potential or Confirmed  |
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