

Key Questions: Recruitment and Selection for Learnerships

The following is a summary of the key questions to ask when you are selecting and recruiting learners to enter a learnership programme.

- Who are your **target learners**? Are they currently employed in the sector, or are you targeting unemployed learners? What will be the characteristics of this group of learners?
- How are you going to **find and recruit** these learners? What communication strategy will you use in the workplace for employed learners? What agencies (e.g. local DoL labour centres) will you use to find unemployed learners, or how will you advertise for these?
- What **criteria** will you use to **select** learners from those who apply? What is your selection plan? What are your entry level criteria for the programme (e.g. minimum educational requirements, prior knowledge, skills and experience)?
- What **methods** will you use to match learners to the criteria? Will you use a selection tool or assessment? How will you develop or source this instrument? What role could RPL play in selection? What role could bridging programmes play in selection of learners?
- What is your **reporting and communication plan** on the results of the recruitment and selection process – to learners and to other interested stakeholders?
- What **costs** do you need to identify in the recruitment and selection process?

The answers to these questions make up the components of a Recruitment and Selection Plan for the implementation of learnerships.