



# LOVE OUR SCHOOLS DAY

## FIND & RECRUIT **PARTNERS**



**01** MAKE A LIST  
OF CURRENT PARTNERS

**02** BUILD AN ASSET MAP

**04** GET TO KNOW THEM

**03** INTRODUCE YOURSELF

**05** PLAN A MEETING

**06** INVITE PARTNERS

**08** FOLLOW-UP

**07** HOST COMMUNITY  
PARTNERS

**09** CELEBRATE & APPRECIATE  
YOUR PARTNERS

**SCHOOL<sup>2</sup>  
CONNECT**



# HOW TO FIND & RECRUIT PARTNERS

01	MAKE A LIST OF CURRENT PARTNERS	<input type="checkbox"/> With whom have you done fundraisers already? <input type="checkbox"/> Have you been awarded grants through the city or from a local business? <input type="checkbox"/> Has a local church sent food boxes, or a nonprofit provided clothing? <input type="checkbox"/> Has a local club volunteered with after school tutoring?
02	BUILD AN ASSET MAP	<input type="checkbox"/> What resources do you find in your local area? <input type="checkbox"/> Use iOS Maps, Yelp, or Google Maps to find nearby churches, businesses and clubs <input type="checkbox"/> Use your network of existing partners to connect to new ones
03	INTRODUCE YOURSELF	<input type="checkbox"/> Send a letter introducing yourself and your purpose in wanting to engage them as a partner <input type="checkbox"/> Make an introductory phone call <input type="checkbox"/> Stop by in person to make a connection
04	GET TO KNOW THEM	<input type="checkbox"/> Ask potential partners about their organization and their goals <input type="checkbox"/> Share the goals of your school <input type="checkbox"/> Invite them to visit your school
05	PLAN A MEETING	<input type="checkbox"/> Plan a meeting to invite potential and existing partners, such as an LOSD Planning Meeting, CAFE, Interfaith Meeting, or Business Meeting <input type="checkbox"/> Involve School Staff and your Parent Organization
06	INVITE PARTNERS	<input type="checkbox"/> Personal phone invitations <input type="checkbox"/> Email campaign <input type="checkbox"/> Template invitations from your staff
07	HOST COMMUNITY PARTNERS	<input type="checkbox"/> Share the strategic plan of your school <input type="checkbox"/> Listen to community partners' goals <input type="checkbox"/> Focus on common goals <input type="checkbox"/> Discuss ways to collaborate <input type="checkbox"/> Create a plan of engagement across the calendar year
08	FOLLOW UP	<input type="checkbox"/> Send a hand-written thank you <input type="checkbox"/> Confirm and invite partners to future meetings <input type="checkbox"/> Meet at least quarterly to plan and debrief <input type="checkbox"/> Build friendship <input type="checkbox"/> Provide opportunity for feedback (surveys or emails)
09	CELEBRATE & APPRECIATE YOUR PARTNERS	<input type="checkbox"/> Share success stories <input type="checkbox"/> Send thank you cards whenever you receive positive engagement <input type="checkbox"/> Give awards <input type="checkbox"/> Find small ways to give back
	DOWNLOADABLE PDF'S	<input type="checkbox"/> Sample Invitation <input type="checkbox"/> Sample Thank You Cards <input type="checkbox"/> Who Is At Our Table? Partner Guide <input type="checkbox"/> Sample Survey