

Subject: Building Tomorrow's Workforce: Invitation for Work-Based Learning Partnership

Dear [Employer Name/Hiring Manager],

At [School Name], we are committed to ensuring our students graduate not just with a diploma, but with the practical skills and professional mindset needed to thrive in today's economy. To achieve this, we are looking to partner with industry leaders like [Company Name] for our Work-Based Learning (WBL) program.

### **Why Partner with Us?**

Work-Based Learning bridges the gap between the classroom and the workplace. By hosting a student, you aren't just giving back to the community; you are gaining early access to a pipeline of motivated, local talent who are eager to learn your specific industry standards.

### **Our Goals**

- Skill Application: Allow students to apply academic knowledge to real-world technical tasks.
- Career Exploration: Help students make informed decisions about their future career paths.
- Soft Skill Development: Cultivate essential "durable skills" such as punctuality, teamwork, and professional communication.

### **Partnership Expectations**

We aim to make this partnership high-impact for students and low-friction for employers. Depending on your capacity, involvement could include:

- Internships/Apprenticeships: Hosting a student for a set number of hours per week.
  - Job Shadowing: Allowing a student to observe daily operations for a short duration.
  - Mentorship: Providing professional guidance on specific projects.
- Our Commitment to You: [School Name] will provide a dedicated WBL Coordinator to handle all administrative paperwork, insurance requirements, and student vetting to ensure a seamless fit for your team.

We would love to discuss how a partnership can be tailored to meet your company's specific needs. Are you available for a brief 15-minute call or a visit next week?

Sincerely,

[Your Name]

[Title]

[School Name]

[Phone Number/  
Email]

