



Base Recruitment Process – For Sourcing, Selection and Recruitment of students in Brainstud programs

Phase 1: Initial Screening

During this phase, the focus is on outreach and initial assessments to identify motivated and potential candidates among previously disadvantaged youth in South Africa.

Outreach and Application Collection

- Community outreach teams or partnerships with local organizations are essential to reach and engage with potential candidates effectively.
- Utilizing various marketing materials and communication channels helps to spread awareness about the program and encourage applications.

First Interview - Motivation and Potential Assessment

- Trained interviewers play a crucial role in evaluating candidates' motivation and potential to succeed in workplace-based learning programs.
- Access to suitable interview facilities or virtual platforms ensures a smooth assessment process.

Phase 1: Process Steps

Candidate Sourcing:

- Ensure clear email is communicated for submission of student applications
- Draft Student Role / Job Description for each student vacancy
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Application Review:

- Review applications to identify candidates with relevant experience or education in solar electrics, plumbing, or machine carpentry, in accordance with Candidate Sourcing criteria
- Record all applications in Applicant Overview
- Decline all applicants who do not meet base criteria listed in Candidate Coursing criteria, with standard Brainstud South applicant decline email

First Interview - Skills Assessment: Conduct a first-round interview with selected candidates, focusing on their experience and skills related to solar electrics, plumbing, or machine carpentry. This interview assesses their technical knowledge and understanding of industry-specific concepts.

Phase 2: Assessments

Introduction: This phase involves detailed skills assessments to evaluate candidates' abilities and determine their readiness for workplace-based learning in solar electrics, plumbing, or machine carpentry.



Second Interview - Skills Assessment

- Providing practical assessment materials and qualified assessors is essential for accurately evaluating candidates' skills.
- Establishing assessment centers or suitable locations ensures a conducive environment for hands-on evaluations.

Basic Skills Training

Delivering comprehensive training materials and engaging instructors helps bridge skill gaps identified during assessments.

Access to training facilities and equipment supports effective skill development.

Phase 3: Workplace-Based Learning and Panel Assessment

Introduction: Candidates progress to workplace-based learning placements where they gain practical experience under mentorship. Regular panel assessments track their progress and ensure quality learning outcomes.

Workplace-Based Learning Placement

- Securing partnerships with host organizations or companies offering learning opportunities is critical for candidates' on-the-job training.
- Providing mentorship and necessary resources enhances the quality of workplace-based learning experiences.
- Panel Assessment and Progress Review

Assembling a diverse panel of experts ensures comprehensive assessments of candidates' progress and performance.

Effective documentation and assessment tools support ongoing evaluation and feedback.

Phase 4: Final Certification and Employment Placement

Introduction: Successful candidates undergo final certification and are assisted in securing employment, leveraging their newly acquired skills and qualifications.

Certification and Skills Validation

- Partnering with recognized certification bodies ensures that candidates receive credible qualifications upon completion.



- Allocating resources for assessment fees and administrative support streamlines the certification process.
- Employment Placement
- Leveraging job placement resources and professional networks facilitates successful transitions into employment.
- Providing support from career counselors or specialists enhances candidates' chances of securing suitable roles.

Phase 5: Continued Support and Development

Introduction: The program continues to provide ongoing support, mentorship, and opportunities for career growth to ensure the sustained success of participants.

Ongoing Support and Mentorship

Implementing structured mentoring programs and facilitating networking opportunities fosters ongoing professional development.

Offering continuing education and skills enhancement programs keeps participants competitive in their chosen fields.

By incorporating these introduction explanations, the recruitment process becomes more transparent and highlights the importance of each phase in supporting the development and empowerment of previously disadvantaged youth through workplace-based learning qualifications.