

## Project Deliverables

	Key Project Areas		Project Deliverables
1	HR	1.1	Develop a recruitment and retention strategy with Local and Regional Councils in the Wellington Region to encourage Refugee and Migrant participants to become employed within Councils
		1.2	Provision of service to 50 participants that are identified as suitable for job vacancies within the local and regional council.
		1.3	Provision of training for staff
		1.4	Provision of mentoring and guidance to candidates in achieving their goals
2	Stakeholder Relationships	2.1	Memorandum of Understanding or Relationship Protocol Agreements with TA HR departments and MSD
		2.2	Market project to key stakeholders on the progress and outcomes of the project
		2.3	Evidence of facilitating linkages to other service available in the community to transition participants into alternative employment
3	Marketing Publicity	3.1	Development of the project communication/marketing strategy in conjunction with the MSD PR Advisor and/or the Greater Wellington Communication Department
		3.2	Development of marketing material/brochures for the project
		3.3	Development of TA profiles of council vacancies
		3.4	Organise HR Expo and events to engage the local community and candidates to access employment opportunities
		3.5	Showcases MSD products and services available for councils that will include local Cadetships with councils
		3.6	Engage with TAs to organise HR Expo
4	Data Intelligence	4.1	Development of TA profiles that identify employment and development /career opportunities
		4.2	Provision of data analysis pertaining to TA recruitment and turnover
		4.3	Provision of broader labour market data analysis
5	Reporting	5.1	Provision of regular reports to the Project Owner and key project partners
6	Monitoring and Evaluation	6.1	Through and evaluation and monitoring framework ensure outputs and milestones are achieved as outlined in the contract between Greater Wellington and MSD