Rallying the Troops – *Keeping Your Partners Engaged!*

How many of the following partners are active in your LPA?

- ☐ Department of Social and Health Services (DSHS)
- ☐ Division of Child Support (DCS)
- ☐ Child Care Resource and Referral providers
- ☐ K-12
- ☐ Head Start programs
- ☐ Community Action Program (CAP)
- ☐ Limited English Proficient (LEP) providers
- ☐ Refugee and Immigrant services
- ☐ Community Jobs, Works, WEX and Service contractors
- ☐ Employment Security Department (ESD)
- ☐ WorkSource
- ☐ Community and/or Technical Colleges
- ☐ Tribes:___________________________________
- ☐ Workforce Investment Act (WIA) providers
- ☐ Community Youth Services
- ☐ Other non-profits:________________________________
- ☐ Department of Transportation (DOT) or Inner City Transit organizations
- ☐ House Authorities
- ☐ YMCA
- ☐ YWCA
- ☐ Division of Vocational Rehabilitation (DVR)
- ☐ Mental Health Services
- ☐ Faith Based Organizations:____________________
- ☐ Churches:______________________
- ☐ Other for-profits:_________________
- ☐ Offender services
- ☐ Others:____________________________________

Identify potential LPA partners we could benefit by having at the table:

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LPA Partner Engagement Techniques

Engaging partners is all about building and maintaining relationships. It is not unlike the work you are doing with parents – it takes time and it's about building a connection. Here are some tried and true tips for LPA engagement:

1. **Get to get to know the person and the organization they represent.** If they are a new partner, plan to have them present at your next LPA meeting. This is a time to LISTEN and discover what they have to offer and what your partnership might be able to provide in return.

2. **All good relationships require give and take.** It is a common mistake of LPAs to invite partners to meetings without addressing the "**WIFMS**" or ***what's in it for me?*** Partners stay engaged if they feel there is a benefit for being there. On a regular basis, it is a good idea to go around the table and 'check-in' with partners on what they need from the LPA to make attending a 'value added' experience.

3. **Build the agenda together.** People tend to be more engaged in meetings if they feel they have input on the agenda. An easy way to get input is to make time at the end of each meeting to gather items for the next meeting. Be sure to assign people to present and wrap timeframes around presentations so that you can better manage the meeting.

4. **Respect each other's schedules and manage the meeting time.** Time is precious and no one likes rambling meetings that go over the schedule. Partners have busy schedules and respecting their time by sticking to the agenda is always appreciated. If you need more time on an item, ask the group if they want to extend the time or push it to the next meeting. Many times people just need a time check to push on.

5. **Take notes, capture decisions, and assign names and dates.** There will be times when partners can not attend a meeting. Having a note taker capture the main points, decision and assignments helps people stay engaged in the work of the LPA. No one likes to come to meetings unprepared – this is a way to keep them in the loop even when they miss a meeting.

6. **Check-in regularly with your partners.** Everyone appreciates it when people check-in with them. Friendly calls or email to touch base are a good way to make sure all partners are feeling engaged in the work of the LPA. You will always have some partners who are more comfortable with one-on-one conversations vs. large group discussions.