

## Implementation Checklist: Your Step-by-Step Guide

Use this actionable checklist to plan and execute your own outsourced digital internship programme.

### Candidate Pipeline

Action	Key Considerations	Responsible Person	Timeline	Status
<b>Build recruitment channels</b>	<ul style="list-style-type: none"> <li>Register on SA Youth, partner with universities, training colleges, and bootcamps</li> <li>Create application process and assessment criteria</li> <li>Develop diversity and inclusion recruitment strategy</li> </ul>	Candidate Manager	Month 7	<input type="checkbox"/>
<b>Recruit and select first cohort</b>	<ul style="list-style-type: none"> <li>Target 15-25 candidates for pilot programme</li> <li>Involve employer partners in final selection process</li> <li>Ensure diverse representation and strong technical foundation</li> </ul>	Candidate Manager	Month 8	<input type="checkbox"/>
<b>Complete intern onboarding</b>	<ul style="list-style-type: none"> <li>Sign 12-month learning contracts with clear expectations</li> <li>Deliver comprehensive orientation programme</li> <li>Establish individual development plans and goals</li> </ul>	Candidate Manager	Month 9	<input type="checkbox"/>

**Let's Get To Work.**

This model is challenging but immensely rewarding. **You will be building a new ecosystem for talent in South Africa.**