

Implementation Checklist: Your Step-by-Step Guide

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

Transition & Scaling

Action	Key Considerations	Responsible Person	Timeline	Status
Begin absorption discussions	<ul style="list-style-type: none"> Initiate conversations with employers about permanent headcount Prepare candidates for transition to salary employment Provide job search support for non-absorbed candidates 	Programme Lead/Business Development	Month 11	<input type="checkbox"/>
Deliver financial literacy training	<ul style="list-style-type: none"> Prepare interns for shift from stipend to salary Cover budgeting, banking, tax implications Provide ongoing support during transition 	Team Leads/HR	Month 11	<input type="checkbox"/>
Evaluate pilot programme results	<ul style="list-style-type: none"> Analyse placement rates, client satisfaction, financial performance Document lessons learned and process improvements Prepare case studies for future business development 	Programme Director	Month 14	<input type="checkbox"/>
Plan expansion and scaling	<ul style="list-style-type: none"> Use pilot success to secure additional clients Develop longer-term contracts and multi-cohort agreements Explore new service areas based on market demand 	Business Development Manager	Month 15	<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.