# Recruiting and Selecting Community Partners



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| Process | Resource |
| Finalize role description and prepare application form | **Community Partner Role Description**  **Application Form** |
| Post call out for community partners | **Sample Media Release**  **Sample Social Media Posts** |
| Review applications and choose interview candidates |  |
| Conduct interviews facilitated by project champion and a current community partner | **Interview Questions** |
| Check references | **Reference Check Form** (not currently in CPT) |
| Call candidates to let them know they’ve been successful and advise of next steps |  |
| Advise any candidates if they’ve been unsuccessful |  |