

SHARED SERVICES AGREEMENT 2023-24

SOUTH CENTRAL SERVICE COOPERATIVE AND WATERVILLE-ELYSIAN-MORRISTOWN SCHOOL DISTRICT

Parties: This Shared Services Agreement ("Agreement") is made between the South Central Service Cooperative ("SCSC"), and organization with its principal place of business at 2075 Lookout Drive, North Mankato, MN 56003, and Waterville-Elysian-Morristown School District ("DISTRICT"). Changes to this Agreement may only be made by addendums signed and dated by all Parties.

Term and Termination:

- a. The Term of this Agreement shall be July 1, 2023 through June 30, 2024
- b. This Agreement may be terminated at any time "for cause".

Services to be provided: The Shared Services Provider, SCSC, agrees to provide Regional Workforce Coordination Services, as described in the attached Appendix A.

Compensation: DISTRICT agrees to pay the total sum of \$6,000 for services the year. SCSC will invoice the DISTRICT in two equal invoices no later than September and February of each contract year.

Expenses: Expenses for providing said services shall be the responsibility of SCSC.

Confidential Information: The Shared Services Provider shall not disclose any information deemed to be "confidential".

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Waterville-Elysian-Morristown District


Signed by _____

Name _____

Title _____

Date _____

South Central Service Cooperative


Signed by _____

Glenn Morris
Name _____

Director
Title _____

8/3/2023
Date _____

Regional Workforce Coordination Services

Regional Workforce Coordination Services provides implementation of career readiness opportunities within multiple school districts. This is a grant-funded agreement made possible through funds from the Regional Future Ready Career & Technical Education program.

SCHOOL-BUSINESS COMMUNITY LINK (70%)

Serve as a liaison between high schools and the business community for work exploration, job shadowing, internships, and/or work experiences.

1. Recruit employers and students to participate in job shadowing, community-based work experience and on-the-job training programs.
2. Supervise and manage the program.
3. Develop and manage partner agreements.
4. Seek out new partnership opportunities within the existing business community and develop actionable steps that lead to authentic student engagement in workplaces.

COMMUNICATIONS AND SUSTAINABILITY (15%)

Market and promote the program through multiple channels including websites, social and traditional media, service organizations/community groups, local employers and Chambers of Commerce.

DATA COLLECTION (15%)

1. Create and manage a database of all business partners and volunteers that participate in the work experience program.
2. Develop, monitor and communicate metrics and milestones associated with partnerships and perform metrics reviews and analysis of performance against objectives.

Other duties as assigned.

Assignees by your organization to facilitate services requires the following Minimum Qualifications:

1. Post-Secondary degree in Business or a related field
2. Knowledge of Secondary Career and Technical Education
3. Ability to travel within the specified districts

Assignees by your organization to facilitate services are encouraged to demonstrate the following Preferred Qualifications:

1. Independent worker that demonstrates initiative and high-level task completion
2. Proven ability to establish and maintain cooperative, effective working relationship with others
3. Ability to meet deadlines
4. Ability to work with District partners and negotiate agreements and student opportunities
5. Demonstrate strong interpersonal skills and leadership ability
6. Excellent oral and written communications
7. Experience with program development and implementation

Init WEM _____ Date _____

Init SCSC _____ Date _____

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