Decision Guide: Returnship Program Structure

You've read everything in the Returnship Builder about how to structure your program and now it's time to make some decisions. Select your choices below and easily slot them into a description of your program. Want recommendations? In each case, Path Forward has shared ours (look for the **) based on our knowledge of hundreds of programs.

A. HIRING MODEL

○ Temp-to-perm model: Returners hired as temporary employees during the program and considered for conversation into full-time positions at the end**

○ Direct hire model: Returners are hired into full time roles from day one

**For your pilot program, use the temp-to-perm model to warm your managers up to the concept, then work your way to direct hire over time.

B. HIRING CADENCE

○ Cohort: Returners have the same, or very similar, start and end dates**

○ Rolling: Returners are hired whenever headcount is available

**Returners benefit from a community of support and you benefit from one, focused period of program execution.

C. PROGRAM LENGTH

○ 16 weeks**

○ Other: _____

○ N/A: selected direct hire is section A

**This is the most common program length.

D. ELIGIBILITY: WORK EXPERIENCE

○ Minimum of 5 years of past professional experience**

○ Minimum of ___ years of past professional experience

○ Returners with any amount of past professional experience can apply

**This is the most commonly used program requirement.

E. ELIGIBILITY: LENGTH OF BREAK

○ Minimum career break of 2 years**

○ Minimum career break of __ year(s)

○ Returners with any length of break can apply

**Research shows that the bias around career gaps has the biggest impact on job seekers after the 2 year mark.

F. ELIGIBILITY: REASON FOR BREAK

Check all reasons for the gap that you will accept:**
○ Caregiving (childcare, eldercare, selfcare)
○ Military or trailing spouse
○ Entrepreneurship
○ Open to any reason

**Be as inclusive as possible with this list.

Fill in and add this header to your job description:

For a temp-to-perm program:
The [program name] program at [Company] is a [C. length of program] paid returnship for experienced professionals returning to the workforce after taking time off for [F. reason for break]. The program is open to individuals who have at least [D. X years] of professional experience and have been out of the paid workforce for at least [E. X years]. If you meet these criteria, we welcome you to apply. Upon successful completion of the returnship program, you may be considered for a permanent, full-time role.

For a direct hire program:
The [program name] program at [Company] is a direct hire return to work program for experienced professionals returning to the workforce after taking time off for [F. reason for break]. The program is open to individuals who have at least [D. X years] of professional experience and have been out of the paid workforce for at least [E. X years]. If you meet these criteria, we welcome you to apply. This is a full-time position with supported ramp up time.