

RECRUITMENT DISCUSSION GUIDE

Part 1: Teachers

- 1) Which teachers will you focus on for your initial recruitment efforts? What schools or communities will they come from? List specific individuals you believe would be interested.
- 2) Identify the key people in the networks of the teachers you hope will participate (*e.g., school math department chair, math professional development coordinator, college faculty involved in teacher training*). Plan how you will connect with these key people.
- 3) What are the benefits for teachers who participate? Consider both personal and professional benefits (*e.g., community, food, professional development credits, college credits, stipends, classroom materials, etc.*). What is important for teachers in your area?
- 4) Develop a list of things you will do to recruit teachers, and divide up tasks among your team.

Part 2: Professors and Other Professional Mathematicians

- 1) In addition to our leadership team members, which other mathematics faculty members do we plan to approach?
- 2) Is there a possibility of involving graduate students in helping with our MTC?
- 3) Are there faculty in other departments who might be interested?
- 4) Are there local employers besides the university where we might find interested mathematicians?
- 5) What are the benefits for professors and other mathematicians who participate? Consider both personal and professional benefits (*e.g., involvement with local education, sharing love of math with other professionals, broader impact of mathematical work, honoraria, professional recognition*). What is important for professors and other mathematicians in your area?
- 6) Develop a list of things you will do to recruit professors and other mathematicians, and divide up tasks among your team.

Part 3: Recruitment Materials, Events, and Presentations

- 1) Consider whether you will develop any promotional materials (*e.g., brochures, flyers, or standard email messages*) to aid with recruitment.
- 2) Consider whether you will hold any recruitment events.
- 3) Consider whether you will make presentations at any local venues or conferences to attract participants to your MTC.

Conference Call Preparation

For your conference call with the MTC Network staff, please be ready to share:

- Your plan, including timeline and assignments, for recruiting teachers
- Your plan, including timeline and assignments, for recruiting professors and other professional mathematicians
- Your plan for creating promotional materials, holding recruitment events, and/or making presentations about your MTC to potential participants