Rivet Education can serve as an objective third-party to manage a state’s, district’s, or school’s professional learning partner selection process. As the author of the national [Professional Learning Partner Guide](#) and having spent the last five years supporting school systems with the adoption and implementation of HQIM, we know what works, what doesn’t, and how to tell the difference.

### Services

The following professional learning partner selection services can be executed remotely, in-person or a combination of the two.

1. **Identifying the Partner Selection Committee**
   
   Selecting the right professional learning partner requires investment from a variety of stakeholders. Prior to kicking off the selection process, Rivet will help you establish a partner selection committee that will be responsible for vetting and selecting your professional learning partner(s) to support curriculum implementation. This committee will include representatives from the district office, school leadership teams, and teachers.

2. **Defining Professional Learning Needs**
   
   Professional learning is not a one-size-fits-all service; it needs to reflect educators’ local context and meet their specific needs. Therefore, Rivet will conduct a needs analysis to determine strengths and areas for growth related to the quality of instruction in classrooms across your system. From there, we guide you through a diagnostic process similar to the one outlined below to identify the types of professional learning services that will best meet educators’ needs.
3. **Identify Potential Partners**

Once the selection committee has identified its professional learning needs, Rivet will use the Professional Learning Partner Guide or a state’s equivalent, to identify professional learning partners that meet the established criteria. Once a narrowed list of professional learning partners has been identified, Rivet will support the committee in one or both of the following activities:

1. Drafting a request for proposals (RFP) for professional learning services and encouraging providers to apply.
2. Interviewing professional learning partners using Rivet’s Professional Learning Partner Interview Guide.

4. **Selecting a Partner**

Based on the results of the RFP and/or interviews, Rivet will then support the committee in selecting the professional learning partner that best meets their professional learning needs. Additionally, Rivet will coach you through the contract negotiations to ensure that quality services are provided.

5. **Partnership Kick-Off**

Before services begin, Rivet will develop the agenda for and prepare district leadership to hold a kick-off meeting with the new professional learning partner(s) to align on the goals and objectives of the partnership to ensure long-term success.

**Timeline**

Depending on a number of factors including if a selection committee already exists, and whether or not the district chooses to put out an RFP, the timeframe for this engagement can take anywhere between 3-6 months.

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**For More Information**

For more information about our partner selection services and estimated costs, please reach out to us at info@riveteducation.org to set up a call to discuss. We look forward to supporting you in selecting the best professional learning partner to meet your unique instructional needs.