**Stakeholder Engagement Worksheet**

| **Stakeholder***Name of group and key individuals.* |  |
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| **Desired Action / Outcome***What do you want this stakeholder to do?* |  |
| **Influence\****How much influence does the stakeholder have on the issue?* |  |
| **Knowledge\****How much does this stakeholder know about the issue?* |  |
| **Interest\****What is stakeholder’s level of interest & investment (threat / benefit) in issue?* |  |
| **Moveability** *Has the stakeholder already formed an opinion on the issue? Are they open to new ideas?* |  |
| **Delivery***How does this stakeholder like to be addressed? What cultural or historical factors influence them?* |  |
| **Messages***Targeted messages (goal of 3) about competency-based pathways for this stakeholder.* |  |
| **Activities and Timeline***Best ways to engage with stakeholder:** *One-on-one briefings*
* *Small group discussion / feedback sessions*
* *Presentations at group meetings*
* *Regular calls / meetings*
* *Surveys*

*When will each activity take place?* | **Activity** | **Timing** |
| **Lead contact***Your team member who will lead engagement with stakeholder.* |  |
| **Key Next Steps***What are the key next steps needed to take action on the first activity identified above?* |  |