

Shanghai Benzene Health Consortium Recruitment Structure

- I. **Consortium appoints a Recruitment Lead** from OC/TC with the support of an API staff person.
 - A. Consortium Lead for Recruitment coordinates recruitment activities:
 - i. facilitating negotiations with OC regarding contracts, funding levels, roles and responsibilities of “new members”;
 - ii. responsible for status reports;
 - iii. communication;
 - iv. sharing learnings.
 - B. API staff person provides administrative assistance.
- II. Each **category of candidate sponsors** (i.e. API, funding companies) has a **consortium lead** with the support of an API staff person.
 - A. Consortium Lead for a category of candidate sponsors coordinates activities for recruiting those candidates.
 - B. API staff person provides administrative assistance.
- III. Each **individual candidate sponsor** is assigned an OC and TC person (could be one person) to lead the recruitment of that candidate.
 - Makes contact with candidate
 - Arranges meeting
 - Does follow-up
 - Works with OC to develop terms of sponsorship