Database for Joint Council of Mechinot – project progress report July 2025

A. **Project Phases**
   With reference to the project strategy when the first Phase focus solution research, Specification, Evaluation and Implementation of processes with high priority. The first phase goals are set to cover the following:
   1) Goals and objectives.
   2) Specifying the needs of the various processes
   3) Selecting an optimal system that meets all defined needs and satisfies requirements for flexibility, data security, and costs.
   4) Creating infrastructure for a database
   5) Implementing the 'joint recruitment' system.
   6) Interface to add or import data on Mechinot graduates.

B. **What have we completed so far**
   We have completed the process mapping for both the joint recruitment system and the alumni database management system. At the beginning of the year, we selected Zoho CRM as our central platform after evaluating several leading systems in the field. In March, we began implementing our vision, and so far, we have completed the construction of the central model that will serve as the foundation for the database. We are now close to finalizing the implementation of the joint recruitment system within the next few weeks.
   Following that, we will continue according to plan and complete the alumni management system around November.

C. **Going live soon**
   We are planning to go live and launch in September, so that applicants for the upcoming Mechinot will register using the new system's portal. Beyond significant improvement to the registration process, the use of the system will already feed thousands of data records about the new applicants into the database this year, which will serve future research efforts. Later this year, we will begin inputting alumni data as well, with the help of alumni coordinators in the Mechinot. Our goal is to upload another 10,000 records by the end of the first year.

D. **System Description**
   The planned system is a centralized, intelligent, and secure CRM system designed to manage the joint recruitment process for the Mechinot and to preserve long-term information about their alumni. At this stage, the system includes two main components: (1) recruitment and candidate management, and (2) alumni relationship management. It serves all Mechinot under a unified, user-friendly interface accessible via both desktop and mobile devices.

E. **How It Works**
   The system stores and manages all relevant information throughout the life cycle of a trainee—from the moment of registration. Each user (Recruitment Coordinator, Alumni Coordinator, Administrator, etc.) is provided with a customized interface and unique access permissions. The system enables full management of the registration process, including entry of screening results, automatic placement using an algorithm, communication with candidates and alumni, and the generation of statistical reports as needed.

F. **Database Structure**
   The system stores detailed information about candidates, trainees, and alumni—including personal data, statuses, preferences, communication history, information about screening stages, and event registrations initiated by recruitment or alumni coordinators. All data is securely stored, with each person assigned a unique ID to maintain privacy. Coordinators can upload and import data via spreadsheets (e.g., Excel) and perform both bulk and individual updates.

Main system modules scheme (phase 1):
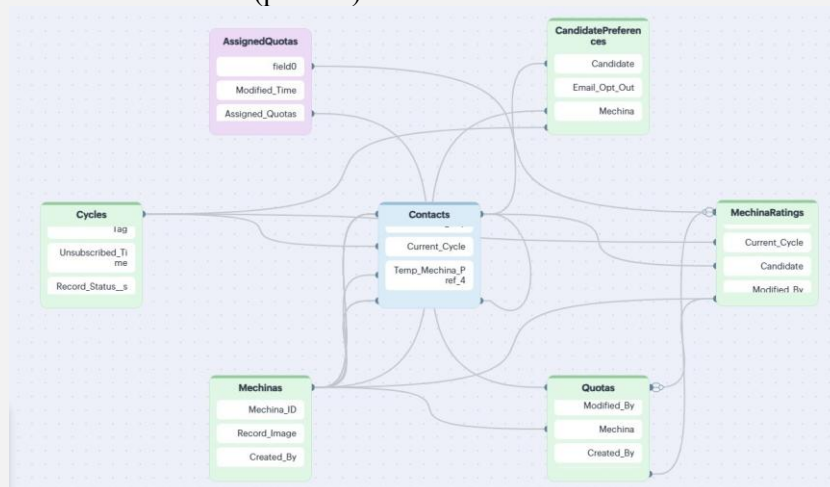
G. Immediate Benefits for the Mechinot

- **Improved Recruitment Processes:** The system consolidates registration, screening, coordination, and placement into a single platform. Each Mechina can independently manage its own candidates. A centralized placement algorithm ensures a fair, organized, and supervised process.
- **Stronger Alumni Engagement**: Each Mechina retains exclusive access to its alumni, can update their details, send personalized or segmented messages (e.g., by geographic region), invite them to events, and track levels of engagement.
- **Reports and Insights**: The system allows the generation of diverse reports in Excel or PDF formats—covering event participation, registration trends, demographic breakdowns, engagement levels, and more. These capabilities enable better alumni retention and outreach strategies, measurement of effectiveness, and data-driven decision-making.
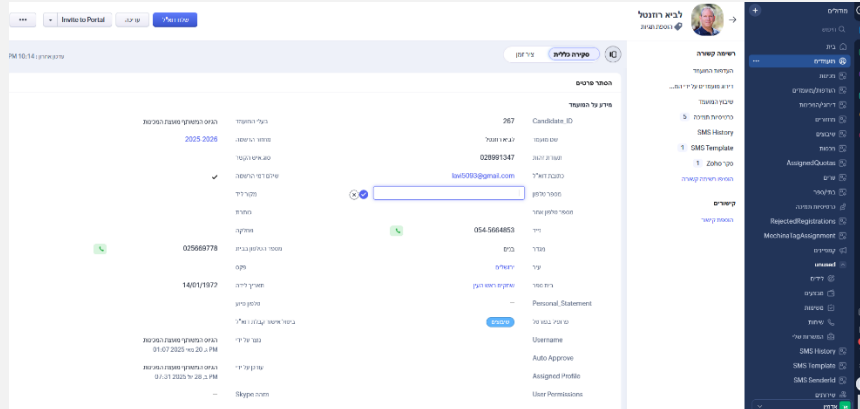
H. Key Functions for Recruitment and Alumni Coordinators

Recruitment Coordinator: Receives a dedicated interface for managing the entire candidate intake process. This includes adding, updating, and categorizing candidates, entering screening results, and managing each candidate's status. The coordinator can view only candidates associated with their Mechina, generate customized reports based on various criteria (e.g., gender, location, registration status), initiate events or meetings, and send targeted or bulk messages—through the system or via WhatsApp integration. These capabilities greatly enhance recruitment efficiency and provide end-to-end control and oversight.

Alumni Coordinator: Responsible for managing alumni data and maintaining relationships with former trainees. The system enables them to update alumni information, generate segmented reports, send messages to target groups, organize and track alumni events, and update engagement statuses. They can bulk upload alumni data from Excel files or approve individual alumni who register through an online form. The platform includes tools for managing message inboxes, documenting communications, and scheduling automated messages—all of which support long-term engagement and foster an active alumni community.

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I. Sample Actions Demonstrating System Capabilities

1. Updating candidate or alumni information:

2. Managing candidate rankings by the Mechina:

3. Communicating with candidates or alumni

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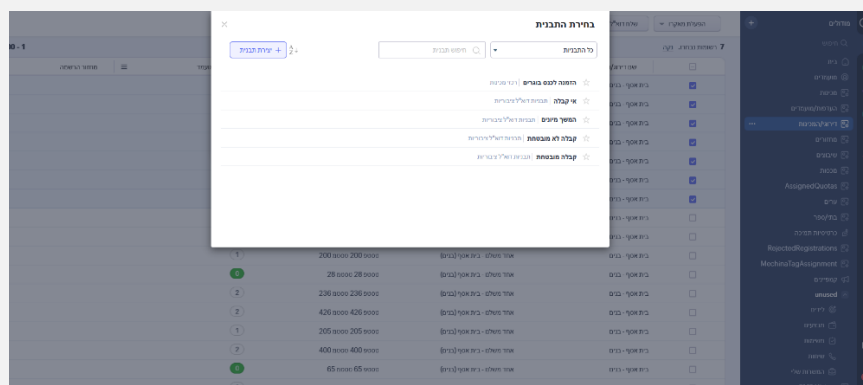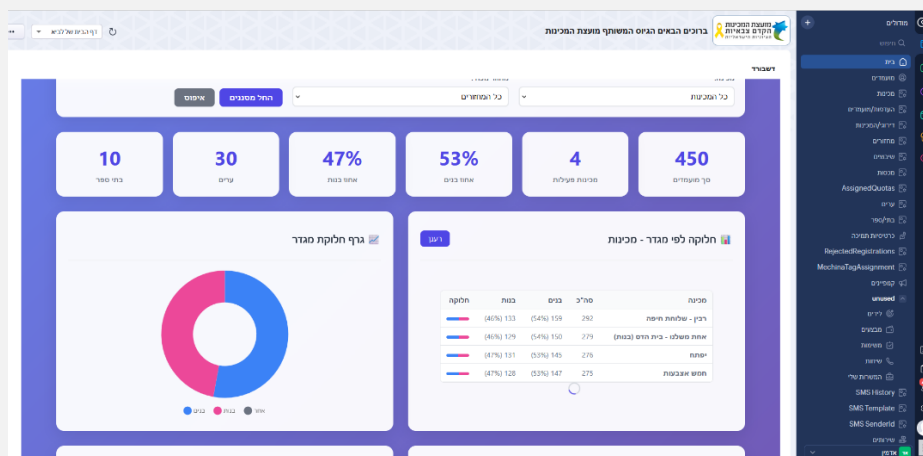
4. New registration portal for the Mechinot

5. Examples of Mechina-specific data analysis
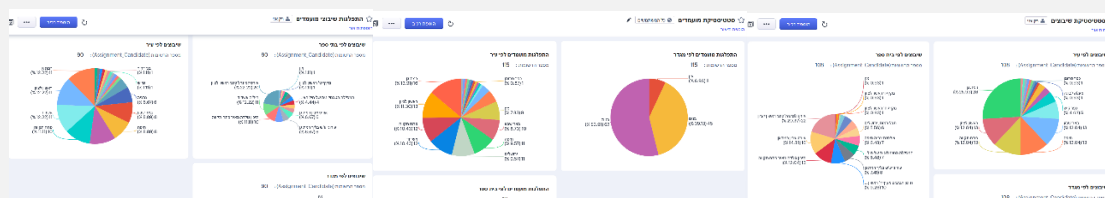
6. General dashboard for tracking Mechina registration cycles

* We would be happy to provide a demonstration of the system and its usage at the next available opportunity.

Thank you very much for the foundation's support of this project, which is of great importance to the world of the Mechinot.

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