



Case Study: Recruitment Partnership Programme

Roles in Scope: Operations and Support Functions: Management and Leadership

Group Size : Max 5 per Group (Max 2 Groups a day)

Contract Length: 5-10 days

Cost: £850.00 per Day

Outcomes: Job Creation, Job Description, Competency Framework, Salary Banding, Reporting Framework, Job Selection Process, Interview Training (Behavioural and Competency)

Modules:

- Understanding the role and the value that it will add to the business
 - Cost dilution exercise do you really need this role?
 - What is the reporting framework?
 - Responsibilities and Accountabilities
 - How will this role fit into the wider organisational structure
 - Job family and Salary
 - Practical Assessment: Presentation and Request for budget.
- Successful Candidate Profile
 - What experiences must they have
 - What kind of person are you looking for
 - Skills and Competencies
 - Communication attributes
 - Practical Assessment: Building the role and job description framework
- Mapping the Role and the recruitment process
 - Identifying the purpose of the role
 - Mapping Accountability- Task-Competency-Behaviour
 - Interview/Task/Testing/Qualification
 - Timescales and candidate attraction
 - Practical Assessment Building the skills framework
- Competency based Interview
 - Behavioural based questions
 - Situational and Competency based interview
 - Questioning techniques

- Practical assessment: Asking the right questions at the right time with the right intent
- Live Interview Training
 - Preparation
 - Framework
 - Settling the candidate
 - Balance of Questions and Answers
 - Monitoring body language and sincerity
 - Peeling back the layer
 - Why/why and why
 - Practical Assessment: Reviewing Video content. What went well, what didn't go so well and what lessons have we learned
- Post Interview Analysis
 - Reporting
 - Analysing Behaviours and Competencies
 - Making the decision
 - Deciding the next steps