

Effective Recruitment

This course will cover the recruitment and selection process from the start of defining the role to selecting the best candidate.

Who is it for?

The Effective Recruitment Professional Development Workshop is ideal for

- First-time and experienced managers responsible for recruiting staff

How will this workshop help me?

This workshop will equip you with the essential skills to:

- Define the role and develop effective job descriptions
- Write compelling adverts to attract a wide range of applicants including neuro diverse candidates
- Use social media to reach candidates
- Shortlist candidates and the use of AI
- Understand the importance of employment legislation during the recruitment process including avoiding discrimination
- Manage the selection process including use of testing
- Master the art of interviewing including how to plan and structure an interview and the best questions to ask to select the best candidate

This workshop will be led by Lesley Sully who is an experienced HR and Management trainer and has worked with a variety of organisations both public and private sector. This workshop is free for Apprentices, £75 for WBTC Partners, £150 Commercial.

Delivery:

WBTC
Full day
9:30am - 4:00pm

To secure your place:



Janet@wbtc-uk.com



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Workshop date:

Wednesday 11th June

