Recruiting & Onboarding Strategies

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Developed for Ely Mn and vicinity business members, on behalf of the Ely Chamber of Commerce, the Town of Ely and the Blandin Foundation.

101 Foundational (on-demand)   **Access the Video Now**

This a self-guided lesson that will take 70-120 minutes depending on how much work you choose to do. This is a prerequisite to an occasional in-person Recruiting & Onboarding Strategies' workshop that is offered (see 102 below).

Purpose

Saying Hello makes a lasting impression, one that starts long before the interview. Understand how the recruiting , interview and onboarding processes impact your new employee's engagement and productivity. • Discuss the five stages of recruitment • Define the key elements of a job description • Update or draft a job description for your business • Learn and practice the concept of behavioral interviewing • Review the key elements of Employee Onboarding • Draft next steps for post workshop adoption

Course Materials & Access

➔ Slides for note-taking (view/print only)
➔ Job Description template
➔ Interview Guide
➔ Onboarding Checklist
➔ How to post a job/internship on UMN's job board

Access the Video Now

102 Hands-on Workshop

This is a 2,5 to 3-hour workshop in which participants will work on updating materials they likely already have in place today for job description, interviewing questions/guides and onboarding. Offered on occasion, this is time for you to actively work on your recruiting and onboarding plans including the opportunity to roleplay behavioral interviewing questions and practice assessing candidates. This is a workshop where YOU are working so you can expect to exit stronger than when you entered!

There are currently no workshops scheduled. Contact me at Cecilia@CQsquared.us if you would like to schedule a free thirty-minute coaching session on this or other employee experience topics.