

TalentSelection®

► BASED ON THE ORIGINAL BEHAVIORAL INTERVIEWING® PROCESS

Selecting the best fit from the broadest pool strengthens your greatest competitive advantage: your people.

OVERVIEW

In today's economic environment, the most significant differentiator between organizations is the quality of their talent. Winning in the marketplace starts with getting the right people, with the right skills, in the right jobs—every time.

Hiring top talent requires more than good instincts: it requires a structured process, useful candidate assessment tools, and interviewers with the skills to gather the data needed to make the best hire.

In all too many organizations, however, hiring is not handled strategically. Personal preferences and “gut feelings” result in a significant number of poor hires, hurting the organization's profitability and ability to meet its goals.

Fortunately, there is a better way. Using Global Novations' *TalentSelection*® program, organizations can implement a structured and efficient *Behavioral Interviewing*® process to consistently select the right talent.

OUTCOMES

Upon completion of the course, *TalentSelection* participants will be able to:

- Describe the impact of selection and calculate the

cost of poor hiring decisions

- Describe the advantages of using a structured, behavioral approach, rather than gut feelings, to assess candidates
- Determine the needs of the organization and the job
- Define the performance and technical skills required for success and develop effective interview questions
- Promote the job and the opportunity to attract and hire the best candidates
- Obtain behavioral examples from candidates to accurately predict future performance
- Conduct effective, legally defensible interviews
- Use a simple and objective rating process to make the optimal hiring choices

AT-A-GLANCE

- **One day** classroom program
- **One Global Novations facilitator.** Train-the-trainer certification available
- Also available as a **self-directed online** program or create a **blended experience** with online and classroom modules
- Options: **SkilAnalyzer**® interview guide development tool, **JobAnalysis™ Consulting**, post-program coaching and learning validation survey

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The Impact of Selection

- Best/Worst Hire
- The Cost of a Poor Hire
- The TOP Model
- Career Bests

The Behavioral Approach

- First Impressions
- Various Forms of Bias
- What is a Behavior?
- Decision Management

Planning for Selection

- Organizational Needs
- Job Analysis (Identifying Skills, Defining Skills, Developing Questions)
- *SkilAnalyzer*® (optional)
- Pre-screening

Conducting the Interview

- Planning the Interview
- Setting the Stage
- Gaining a Behavioral Example
- Closing the Interview
- Team Interview (or optional exercise)
- Challenging Interview Situations
- Legal ABCs

Selling the Opportunity

- The Six Methods

Making the Decision

- The Three Rs
- Rating the Candidate
- Next Steps

TALENTSELECTION®

► WHO SHOULD ATTEND?

All professionals who want to increase their ability to contribute to the success of their organization

► PROGRAM LENGTH/FACILITATORS

One-day program led by a Global Novations facilitator.

► LEARNING METHODOLOGIES

Lecture, exercises, role-plays, peer and trainer feedback

► LANGUAGE

English, French, Hebrew, Portuguese, Japanese, German, Spanish, Chinese, Italian. Translation services available, contact your Global Novations representative.

► TRAIN-THE-TRAINER CERTIFICATION

Program licensing and trainer development is available with the Global Novations certification process.

► ONLINE PROGRAM

TalentSelection eLearning is a *Behavioral Interviewing*-based program that will help you institute a structured, replicable, and legally defensible selection process that will result in a greater percentage of “best fit” hires for your organization. Six hours seat time. Can be used to create a blended program with two to three hours of online work and a half-day classroom session.

► REINFORCEMENT TOOLS

Global Novations offers several tools to enhance the efficacy of this program, including *SkilAnalyzer*® interview guide development tool, *JobAnalysis Consulting*, post-program coaching and learning validation survey.