

CONGRUENT™ HIRING

RECRUITING PEOPLE THAT WILL CONTRIBUTE TO YOUR FUTURE

“ I believe all sections had key takeaways, including fresh approaches to engaging and revealing the true candidate. ”

Participant 2017

<p>OVERVIEW</p>	<p>Hiring may be the most overlooked process in our corporations. The cost of hiring the wrong people is not only calculated in salary, training expenses and opportunity cost. It also needs to take into account the influence it has on existing teams, customers and the perceived corporate values. As such, it is often argued that hiring is the very foundation of success. Have you had a turnover rate that makes you feel like you are always rebuilding instead of adding to your assets? Have you prioritized short term results based on skills or existing networks over deep seated values and the perspective of long-term partnership? This program will encourage you to take a deeper look at your needs and the type of people that will be able to truly contribute to your success.</p>
<p>KEY BENEFITS</p>	<ul style="list-style-type: none"> • Discover and implement a well-organized process • Clearly paint the picture of the optimal candidate • Determine the interview format that best suits your needs • Learn and practice a sequence of interviewing questions • Understand we ask questions and how to interpret answers • Learn how to be unpredictable and vary your approach • Build a well structured and adapted plan
<p>WHO SHOULD PARTICIPATE</p>	<p>The program is designed for people whose responsibilities include the selection and hiring of human resources. Leaders, managers, directors and executives will benefit.</p>
<p>PROGRAM DETAILS</p>	<p>The learning environment is highly interactive. Participants will be asked to better define the needs of a key position and adapt the methodologies covered to their situation to structure an interview process. The program also involves some preparation work. Depending on the selected format, there will be a 60-minute remote session 1 week prior to the on-site seminar. Participants will also benefit from a series of 4 follow-up sessions of 1 hour conducted remotely and structured in a manner that each participant will share their application of methods and concepts in their daily activities and with the specific customer situation they brought to the seminar. Participants can also opt to receive one-on-one coaching.</p>
<p>DURATION</p>	<p>Seminar can run between ½ day to 2 days depending on client needs and situation.</p>



TOPICS AND CONCEPTS

Preparation

- Review of key methodologies
- Reflect on specific situations
- Plan for a specific position or role
- Anticipate seminar discussions

Seminar or workshop (topics and depth will vary between the half day and 2-day options)

Introduction

- Clarify the purpose of the hiring process
- Identify the main challenges in hiring

The process

- Identify the key steps
- Understand the impact of Styles on the process

Understand your own needs

- Define what the role, the team and the corporation need to expect from a new member
- Clarify a Profile for the position
- Build an adapted interview process

Identify what candidates can offer

- Elaborate questions that will reveal the person
- Design a first interview guide
- Address s specific comments

Follow-up program

- Pre-defined structure of discussion topics
- Application of methodologies in current hiring process
- Address reasons for success or challenges
- Share and discuss best practices
- Re-orient efforts
- Change habits

One-on-one coaching

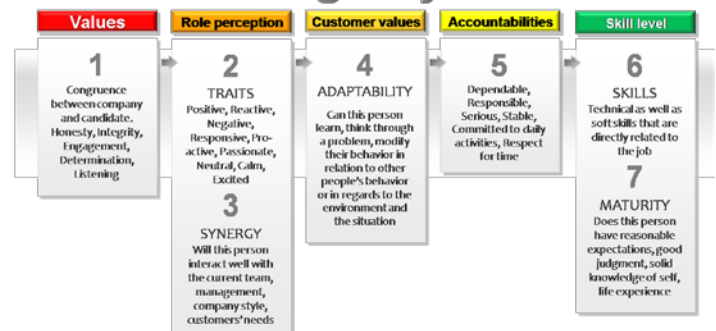
Discuss the potential of candidates

- Initiate the interview and follow U&I,DO™
- Ask questions based on priorities
- Receive answers and listen strategically
- Address specific comments
- Be unpredictable and vary your style/approach
- Verify that needs are met or can be met
- Put things in perspective and follow U&I,DO™ steps during the discussion

Organize action steps

- Establish interest (on both sides) based on set priorities and needs
- Determine what next steps are appropriate
- Agree and commit to next steps

The 7 hiring keys



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