



## **HIRING WINNERS™**

(A 2 - day Competency Based Interviewing course)

### **SYNOPSIS**

The interview, as a method of recruiting is the most widely used and the least effective. Some surveys have pegged the un-structured interview and simply picking a name off a list, as being equal in terms of reliability, for hiring the kind of person you want. Most people in organizations will remember meeting someone and feeling, “Oh! My God! Who hired this person?” Fortunately, this doesn’t have to happen. Using the Behavioral Interviewing Technique, the course enables participants to develop their interviewing skills where they have data based ways of assessing the suitability of the applicant.

### **SCOPE**

The biggest cost of hiring the wrong individual, i.e. a negative impact on the culture, is often hidden and not noticed until considerable damage has been done. This, added to the costs of re-hiring, wasted training, exposure of the organization’s business to the wrong kind of person, all serve only to emphasize the importance of ensuring that we are clear about who we are hiring. The program is targeted at anyone who is involved in recruiting people into the Organization or onto a team.

### **METHODOLOGY**

The method is based on the principle that a person’s past behavior is the best guide to predict their future behavior. The program teaches how to help the interviewee share relevant, factual details from her/his past life to enable you to decide if you are getting the right fit. Participants may expect to get a hands-on feel for interviewing and return equipped with an Application Tool, developed by us, to help them conduct measurably better, quality interviews. No previous theoretical knowledge or experience is required, only an appreciation of the importance of hiring right.

### **TYPE OF INTERACTION**

Constant reiterative practice. Final session in camera. Opportunity to experience own style and its strengths and drawbacks and to get feedback from facilitator and colleagues.

### **SAMPLE MODULES**

- Sensitizing yourself to own likes and dislikes, biases and prejudices
- Develop a Competency-based Values Screen
- Interview real “live” candidates with on-line video feedback

**Note:** This program is supported by the book, **Hiring Winners©** by Mirza Yawar Baig

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## MODULES

### DAY 1

Introduction

Cost of Hiring Wrong

Understanding Yourself

Setting Parameters

Creating a Competency-based Value Screen

Creating Operative Definitions for each Competency

Developing Questions to see if the Competency is exhibited

Interview Guide: Step by Step learning the process

Simulation 1: Interviewing a colleague

### DAY 2

Recap of learnings of Day 1: Any questions

Live interviews with online video feedback

Analysis of what went right and what needs to change

Learning goals

Course closure