

# TalentSelection® Workshop

Based on the behavioral interviewing process.



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 hiring decisions. However, in many organizations, hiring is not strategic. Personal preferences and “gut feelings” result in a significant number of poor hires, hurting the organization’s ability to meet its business and financial goals.

Fortunately, there is a better way. The TalentSelection interview training workshop helps organizations implement a structured and efficient behavioral interviewing process to consistently select the right talent. The workshop also helps organizations manage unconscious bias that may get in the way of hiring diverse talent. Training hiring managers with the TalentSelection workshop will help you get the right people, with the right skills, in the right jobs.

## Outcomes

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

- Describe the advantages of using a structured, behavioral approach, rather than gut feelings, to assess candidates.
- Determine the impact of selection and calculate the cost of poor hiring decisions.
- Identify forms of unconscious bias that may hinder objective decision-making.
- Define the performance and technical skills required for success and develop effective interview questions.
- Obtain behavioral examples from candidates to better predict future performance.
- Use a simple, objective rating process to make more informed hiring decisions.

## At a glance:

- Identify the competencies and skills needed for the job.
- Gather objective data to make the best hiring decisions.
- Roll out consistent hiring strategies throughout your organization.
- Educate interviewers using a one-day classroom training or 60-minute eLearning program.
- Train-the-trainer master course available.

**Selecting the best candidate, from the broadest pool, strengthens your greatest competitive advantage: your people.**

## TalentSelection curriculum

### Impact of selection.

- Assess the personal and business impact of selection decisions.
- Use a selection framework to determine "best hires."

### The behavioral approach.

- Identify how first impressions and biases impact the hiring process.
- Describe how a behavioral approach can help predict future job performance.

### Planning for selection.

- Determine the competencies and skills needed for the job.
- Develop interview questions based on hiring criteria.
- Explain the components of a structured interview guide.
- Employ best practices in planning for and orchestrating the interview.
- Explain common prescreening practices.

### Conducting the interview.

- Determine ways to set the stage by building rapport and describing the process.
- Apply techniques to gain detailed behavioral examples and take notes effectively.
- Discuss strategies to manage challenging interview situations.

### Making the decision.

- Apply the 3R's (Review competency definition, Read notes, and Rate using rating scale) to rate candidate skills.
- Discuss best practices for objectively evaluating candidates.

## TalentSelection online learning

The TalentSelection eLearning option can help you scale the training across your organization or provide a just-in-time refresher. This 60-minute, interactive program highlights the story of a hiring manager with an urgent hiring need and can be used to create a blended program of online work and/or an abbreviated classroom session. This interactive option includes computer-based Q&A.

## TalentSelection

### Who should attend.

All professionals who need to increase their ability to contribute to the success of their organization through impactful hiring.

### Program length and facilitation.

Standard one-day classroom training or 60-minute interactive eLearning program.

### Learning methodologies.

Instructor-led training including practical exercises and small and large group discussions.

### Train-the-trainer master course.

Program licensing and trainer enablement is available with the Korn Ferry certification process.

## About Korn Ferry

Korn Ferry is a global organizational consulting firm. We help clients synchronize strategy and talent to drive superior performance. We work with organizations to design their structures, roles, and responsibilities. We help them hire the right people to bring their strategy to life. And we advise them on how to reward, develop, and motivate their people.