



Shropshire HR Training

Recruitment & Onboarding Essentials

Course Duration

3 hours - face-to-face workshop

Cost

£75

Course Overview

Effective recruitment and onboarding practices are essential for attracting, selecting and integrating the right people into an organisation. This workshop equips managers to navigate the journey, from identifying a staffing need through to supporting new starters during their first months in post.

Delegates will learn how to conduct fair and inclusive processes, make evidence based decisions, and create a positive experience.

Topics Covered

- Identifying a need
- Shortlisting and Interview preparation
- Conducting effective interviews
- Assessment methods beyond traditional interviews
- Scoring and evaluating candidates
- Making the offer and pre-employment checks
- Onboarding and probation
- Avoiding bias and ensuring fairness

Who is this course for?

This course is designed for anyone responsible for recruiting employees.

Booking

Please email shropshirehr@shropshire.gov.uk for further information and to book your place.

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