

"I thought your delivery was excellent – professional, engaging and I genuinely think the content hit home as you based the content in several practical examples from your extensive experience in recruiting across both the public and private sectors.

Michael Custance, Manager Workforce Management
Department of Planning Lands and Heritage

PRICE

CONSULTING GROUP



SELECTION PANEL MASTERCLASS



AIM

This training is designed for hiring managers and human resource specialists who are responsible for participating in selection processes. The training works through the essential legislation that must be considered throughout the recruitment and selection process and provides information on contemporary approaches to recruitment. The course will explore moral and ethical dilemmas often faced by the Panel including understanding the impact of unconscious bias on selection decisions and the importance of building diversity in the workforce. The training assumes that the Panel will have some HR support or prior experience and will therefore not detail the steps involved.



OBJECTIVES

On completion of the course participants will be able to:

- understand the essential elements of the relevant legislation;
- appreciate the importance of planning in the design and management of a process that seeks out top talent;
- choose from a range of assessment processes that specifically validate candidate's merit against the success criteria for various positions;
- avoid the pitfalls associated with discrimination and unconscious bias;
- apply the basic principles of merit and equity to practical challenges; and
- appreciate the importance of objective and transparent decision making.

MANAGING THE SELECTION PROCESS

COURSE OUTLINE:

Our Managing the Selection Process Training covers:

Exploring the Legislation

- Clearly understanding the “rules of the game” is vital to designing and managing a great selection process.
- This includes:
 - The *Public Sector Management Act 1994*;
 - Public Service Commissioner’s Instructions (if relevant to the organisation); and
 - *The Equal Employment Opportunity Act 1984*.

Practical Application

- Planning and designing a process that searches for “stars”;
- Applying the principles of merit and equity, and the importance of transparently documenting decisions for good quality applicant feedback; and
- Understanding the impact of unconscious bias and how to overcome this.

WHO: Line managers, supervisors and human resources specialists. This training caters for those who have been Chairing panels for many years through to those who have yet to participate on a selection panel.

DURATION: 3.5 hours

MATERIALS: All participants will receive comprehensive course notes for future reference.

ABOUT US

WA owned and operated, Price Consulting Group has been providing management and human resource consulting services to government, corporate and private organisations for over 20 years. We specialise in human resource management and the design, development and presentation of quality training courses for both management and staff.

We are committed to helping organisations achieve greater results and success through training and effective HR management. Developing a strong partnership with you is the key to providing cost-effective and innovative solutions that meet your needs.

We have a team of highly skilled and experienced consultants who bring their knowledge and passion for their work into your organisation. We carefully match consultants to work assignments so that you will have the benefit of dealing with an industry expert – no matter how large or small your team.

OUR SERVICES

- Improving productivity & performance
- Strategic & business planning
- Change management
- HR & workforce planning & policy
- Organisational review & development
- Restructures, job design & work evaluation
- Business & performance reviews
- Employer branding
- Attraction & retention strategies
- Recruitment & executive search
- Applicant journey from process to feedback
- Training, facilitation & workshops
- Employee relations

Get in touch to discuss your needs and for a comprehensive quote

info@priceconsulting.com.au

priceconsulting.com.au | 

PRICE

CONSULTING GROUP