



KISS THAT FROG

TRAINING :

Develop your intuition et optimise your recruitment decisions

AUDIENCE: Founders, Directors, Managers and functions associated with the recruitment process within the company

PREREQUISITE: To have already conducted recruitment interviews, or to be about to do so within a few weeks

DURATION: 1.5 days or 12 hours

- 2 preparatory sessions of 2 hours with the manager or HR department (beforehand)
- Day 1: 4 hours of training
- Day 2: 8 hours of training

DATES OR PERIOD: To be defined

SCHEDULE: Day 1 from 2pm to 6pm, Day 2 from 8:30am to 12:30pm / 1:30pm to 5:30pm

NUMBER OF PARTICIPANTS PER SESSION :

- Minimum: 6
- Maximum: 12

TERMS AND CONDITIONS OF ACCESS:

Intra-company

Registration to be made 1 month before the start of the course.

VENUE:

The training venue can be the company's own venue in the case of an intra-company course. In this case, it is the responsibility of the company to provide a venue that complies with the legal provisions necessary to accommodate the target audience (particularly PRM).

For people with disabilities, we will do our utmost to accommodate you or to redirect you. You can contact us at 06 25 05 51 38 or by email at: formations@kissthatfrog.fr. Please inform us of your situation during the preliminary interview dedicated to your admission to the training.

RATES:

Intra-company training:

€1,800 excluding VAT, €2,160 including VAT, for a group of 6 to 12 people.

Premises and supplies are at the expense of the company.



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OBJECTIVES OF THE TRAINING AND TARGET SKILLS

At the end of the course, the participant will be able to apply the following skills

1. Understand the impact of a good recruitment, the cost of a failed recruitment
2. Identify the selection criteria in the context of their own company
3. Optimise his/her ability to question
4. Understand the levers of a good recruitment process
5. Improve decision making

The benefits and indicators of success of the training generally observed by our clients

- Reduction in the number of candidates leaving the company before one year of service
- Professionalization of the recruitment process in the company (within 3 months after the training)



CONTENT

Two interviews of 2 hours each are to be scheduled in advance with the company director or manager and the trainee as part of an Inter-Company training

First half-day: 2-6pm

14:00-15:30: INTRODUCTION

- ◆ Introduction and presentation of the objectives of the session
- ◆ Inclusion of participants and details of the coaching process concerning them
- ◆ Workshop on the emergence of participants' personal recruitment experiences

15:30 - RECRUITMENT PROCESS

- ◆ What is a recruitment process?
- ◆ What are the challenges of a good recruitment process?
- ◆ Which tools can be used to optimise the recruitment process?

16h – BREAK (15')

16:15 - BENCHMARK

The Google experience:

- ◆ How did they get to be such a war machine in terms of recruitment?
- ◆ What are their criteria today?

Appropriation workshop in sub-groups

17:00 - PRESENTATION OF THE GOOD & THE POOR CANDIDATE MODEL

- ◆ Presentation of the model
- Individual work on a case

6pm - end of the first half-day



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Day 2: 8.30am to 12.30pm and 1.30pm to 5.30pm

8.30am: INTRODUCTION and objectives of the day

9am: OPTIMIZING YOUR QUESTIONING AND INTERVIEWER POSTURE

- ◆ Check the adequacy of your skills and knowledge
- ◆ Test a candidate's motivation
- ◆ Learn how to recognize his/her adequacy with the company's culture
- ◆ Sharpen your own questions

+ Workshops in sub-groups

10.30 am: BREAK

11AM: HOW TO MOTIVATE A CANDIDATE TO WORK IN YOUR COMPANY?

- ◆ Optimising your interviewer's posture
- ◆ Sharing experiences
- ◆ Individual personalisation

12:30 : LUNCH BREAK

1.30 PM: OPTIMISING CANDIDATE FEEDBACK WRITING AND SCORING

- ◆ Examples
- ◆ Personalized training
- ◆ Taking references on the candidate

3PM: PHYSICAL AND MENTAL RELAXATION EXERCISE

3.15 PM- DECIDING AND COMMITTING TO A CHOICE: HOW? WHY?



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3.45 PM BREAK

16:00 : PREPARING MY INTERVIEWER - DECISION-MAKER ROADMAP

- ◆ Timing of interviews
- ◆ Definition of the priority points in my approach as an interviewer and decision-maker
- ◆ Nice to have

17:00 - CONCLUSION AND ASSESSMENT

18:00 : END OF THE TRAINING

ASSESSMENT OF THE ACHIEVEMENT OF THE TRAINING OBJECTIVES

- Individual assessment of the participant's profile, expectations and needs before the start of the course
- Assessment of skills at the beginning and end of the training
- Assessment of knowledge at each stage of the training (via questionnaires, exercises, practical work, interviews with the trainer)
- Satisfaction assessment questionnaire at the end of the training

MEANS FOR MONITORING AND ASSESSING RESULTS

- Attendance sheets signed by the participants and the trainer for each half-day
- Questionnaires at the beginning and end of the training
- Certificate at the end of the training course mentioning the objectives, the nature and duration of the action and the results of the evaluation of the training acquired.

PEDAGOGICAL MEANS AND TECHNIQUES OF TRAINING SUPERVISION

Teaching methods:

- Assessment of the participant's needs and profile
- Theoretical and methodological input: teaching sessions grouped into different modules
- Program content adapted to the needs identified during the training.
- Questionnaires, exercises and case studies
- Reflection and exchanges on practical cases
- Feedback on experiences
- Appropriate corrections and knowledge checks at each stage, depending on the learner's pace but also on the requirements of the training course.



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Tools provided:

- Provision of all necessary computer and teaching equipment
- Digital course material projected on a screen and sent to the participant by e-mail at the end of the course

Educational mentor and trainer:

Each training course is under the responsibility of the educational director of the training organization; the proper conduct of the course is ensured by the trainer appointed by the training organization.