



THE E-EMPLOYEE PATHWAY

From Recruitment to Foundation Gateway

Date: Tuesday 10th March 2009 10:00 – 16:00

Venue: Shaw House, Church Road, Newbury, RG14 2DR

Cost: FREE

Workshop Overview

Ever-increasing organisational and regulatory demands require increasingly efficient and comprehensive processes for recruiting staff and getting them up-to-speed in their roles as quickly as possible, while learning and development is now widely acknowledged as making a significant contribution in effective retention and redeployment of talent. This one day workshop has been designed to show how embedded IT solutions can help you keep ahead and will highlight the benefits for the organisation, manager and individual of incorporating technology further within your existing HR processes.

Workshop Prerequisites

The workshop will be relevant to all NHS organisations, including PCT providers and commissioners and be particularly beneficial to individuals working on HR or Learning and Development processes around recruitment, induction, learning pathways or the KSF.

Workshop Programme

The workshop will be structured into the following core sections:

Section	
Getting the right person for the job	How does a manager go about getting the right person for the job? <ul style="list-style-type: none">▪ We will look at how competency frameworks can help to identify gaps in organisational capability and help to define jobs in a structured way.▪ We will also look at the use of online pre-recruitment questionnaires and how they can help define the skills, competences and qualifications as part of a targeted recruitment campaign.
Competency based interviewing	How do you discover if the candidate has the necessary knowledge and skills? <ul style="list-style-type: none">▪ We will explore the benefits of introducing competency based interviewing and the role the NHS KSF has in facilitating this process.▪ Technology can further support the introduction of these new interviewing processes and help to ensure a consistent and fair approach is embedded within the organisation.
Staff induction	How can you make the collection of information at induction more efficient and ease the burden on the training team? <ul style="list-style-type: none">▪ When someone joins an organisation there is usually a large amount of information that needs to be collected (e.g. personal data, skills and qualifications) and essential learning to be undertaken and tracked.



Section

- These activities can take up a considerable amount of time and resource that potentially delays the staff member from contributing fully in their new role. Through the use of online data collection software and rapid e-learning this costly time delay can be substantially reduced.

On-going learning

How can integrated systems help you improve the quality and effectiveness of the employee pathway from recruitment to Foundation Gateway?

- With the demands of the NHS KSF and various regulatory bodies such as the NHS Litigation Authority and Healthcare Commission there is an increasing need to effectively manage and report on the skills, knowledge and qualifications of all staff. A key success factor in achieving this is the use of integrated systems that are user-friendly and training-lite for both central administrators (e.g. in Learning and Development) and end users.
- We will chart the learning journey of a new member of staff from their induction to Foundation Gateway using a learning management system and the NHS e-KSF.

Questions & Answers

We will be available to discuss any questions you may have in response to the challenges you are facing locally.

Who will run the workshop?

The workshop will be facilitated by Rob Winson and Richard Bradbury, Think Solutions Managers and Product Leads for AT-Feedback and AT-Learning respectively, meaning that you will benefit from learning first-hand from experienced organisational development consultants and expert tool users.

How to book your place on this workshop?

If you would like to attend this workshop you can book your place online at www.think-workshops.co.uk, alternatively please email info@think-workshops.co.uk with your name, organisation, job title and contact details.

Places will be allocated on a first come, first served basis. Please note that there is a limit of 12 places for this workshop; additional applicants will be placed on a reserve list and any places that become available through cancellation will be offered first to trusts without a place, then to trusts requiring more than one place.

What will the workshop cost?

We are running this workshop **free of charge** for NHS employees including refreshments and a light lunch.

Where can you find out more information?

If you have any additional questions about the workshop's content, please contact your Regional Account Manager Rob Winson on rob@think-associates.co.uk / 07766 415533.