

Mastering the Hiring Process: Hiring Right the First Time



The *right* hire must have the skill and the personality that dovetails best with your vision and team.

What hiring strategies should you be using to identify the best candidate and hire *right* the first time?



The hiring process is not easy. Studies show that over 50% of all job applications contain misleading or false information, and 85% of turnover is a result of style or behavioral incompatibility. Failure to effectively identify and weed out the candidates that are unlikely to succeed will lead to hiring disasters that can affect the practice for months or years --- and the cost of replacing a problem employee can exceed 100% of his or her annual compensation.

One of the most important functions a practice owner or manager performs is to select and hire individuals who have “the right stuff” to succeed in the practice. -But attracting candidates most likely to succeed is only half the battle. Employers must also keep employment law basics in mind to avoid legal landmines when hiring. Many costly suits and claims can be avoided if employers understand and apply employment law principles during the hiring process.

Learning Objectives:

- Learn which legal principles you must understand to avoid suits and claims.
- Develop recruiting techniques to attract candidates most likely to succeed in your practice.
- Gain the skills to develop a well-written job description and lawful job ads that attract the personality type most likely to be the best fit for your practice.
- How to use personality and values assessments to get the best results.
- Identify the most important information in resumes and applications.
- Determine how to avoid hidden legal land mines in the hiring process.
- Define situations most likely to lead to a costly lawsuit.
- Discuss the 4-Prong approach to a successful hire.

Objective Elements:

Discuss the employment law basics every practice owner and manager must know to reduce the risk of employment-related suits and claims. Learn how to conduct lawful interviews and make important hiring decisions.

Subjective Elements:

Explore the importance of ‘fit’ when determining which candidate will be successful as an employee. Define your ‘practice personality’, its values and its pace. Discuss the personality traits you will encounter when interviewing job candidates and how each either support or weaken the practice values and vision. Learn how these traits play a critical role in the development of effective job descriptions, want ads and interview questions.

Suggested Attendee:
Dentists, Physicians, Administrators and Management Team

Suggested Length:
Full or Partial Day

Suggested Format:
Lecture, Workshop, Keynote