



Network for
Practices Ltd

www.networkforpractices.co.uk

Trainer Information

Tracy Madgwick has delivered management development, supervisory, team facilitation, interpersonal skills and HR training for line managers for a wide variety of organisations in the private, public and not for profit sector. She also advises organisations on how to manage challenging staffing situations as well as providing mentoring and coaching for other HR professionals. For the last 10 years she has run her own HR Consultancy company and works with a small team of Associates. She is a fully qualified member of the CIPD (Chartered Institute of Personnel and Development) and licenced to deliver MBTI (Myers Briggs Type Indicator), DiSC and C-me tools.

Booking Information

To book a place/s email

bookings@networkforpractices.co.uk

Our acceptance of your booking brings into existence a legally binding contract between us on the following Terms & Conditions - If places are booked but cancelled before payment has been made or a candidate DNAs, the fee will remain due. Cancellations will attract a refund if the course is subsequently fully booked. To avoid any confusion, we ask that Cancellations are by email only. We will make every effort to resell the cancelled place. Where places are free a £25 charge will be applied to cancellations/DNAs. Payment is required within 14 days from date of invoice.

In association with



HR Brief Bites for Line Managers

- Recruitment skills

Date:	11th July 2022
Times:	1330 - 1630
Venue:	Zoom Online Platform
Places available:	12
Fee/s:	NfP Members £50
	Non Members £100

This workshop is suitable for: Line managers and supervisors

Recruitment is a crucial factor in the success of any business. All organisations are defined by the employees within it, so ensuring you employ the right staff at the right time is critical to your success. Aside from this, it is important that the people responsible for recruiting within the business are focused on ensuring they follow legislation and best practice to avoid any potential embarrassment or costly litigation.

This workshop will effectively develop the skills of hiring managers within your organisation. They will be taken through the full process of recruitment; developing a wide understanding of the requirements of an effective recruitment campaign in order to help them provide a robust approach to recruitment that helps secure the right candidate for the role.

Learning Outcomes:

By the end of the workshop, participants will know how to:

- Describe the concepts behind delivering an effective, fair and robust recruitment campaign that is fit for purpose
- Define best practice and the legislation surrounding recruitment
- Explain the options available when running a campaign
- Confidently make independent recruitment decisions
- Effectively recruit, assess, filter and place candidates

**** This workshop can also be delivered in-house****

Please contact Tracy Madgwick to discuss your requirements at

tracy@generalpracticetrainingltd.co.uk

Registered Office: Frome Medical Centre, Enos Way, Frome, Somerset, BA11 2FH

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