



Institute of
Recruiters

Academy

0871 288 2108 • accounts@theior.org.uk • www.studycourse.org

New

The Complete Recruitment Manager

Train the future leaders of your business

12 Weeks Online with weekly tutor interaction

Managing a team and billing is the relentless challenge that Recruitment managers face. It requires a unique skill set to maintain your own billings, inspire your team and complete all of the management activities required of you. The Complete Recruitment manager is the ultimate course for new managers and managers with less than 6 months' management experience who want to learn how to build a high performing team and still hit their own targets.

This course will help you to:

- Manage your team and be a billing role model
- Build a team of self sufficient recruiters
 - Create a team culture of accountability, commitment and high standards
 - Develop rookies into billers – quickly
- Progress your career to the next level

The 12 Units will cover:

- ✓ Introduction to Management
- ✓ Role Modelling
- ✓ Communicating Effectively
- ✓ Motivating your People
- ✓ Managing your Time
- ✓ Introduction to Emotional Intelligence
- ✓ Adapting your Leadership Style
- ✓ Monitoring & Analysis
- ✓ Developing your People
- ✓ Managing Poor Performance
- ✓ Competency Interviewing
- ✓ Course Assessment and Personal Development planning

Course Fees

£645 per person (IOR Members)

(IOR members - email support.team@theior.org.uk for your discount voucher code)

£695 per person (Non members)

BOOK NOW

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Learn at your desk via the IOR's revolutionary online learning platform Studycourse.org

Receive an IOR certificate validating your learning and letters after your name
Assoc IOR (CPD)

Receive individual professional membership of the Institute of Recruiters (IOR)

As well as receiving industry leading training content, you will also receive access to a library of invaluable resources you can use in your management activities:

- ✔ Performance Review form (appraisals and monthly reviews) and Personal Development plans
- ✔ Goal Setting template
- ✔ Competency questions to use when interviewing potential new hires
- ✔ 3 month Rookie induction programme template – telling you what activities you need to complete and when
- ✔ A Consultant gap analysis tool – identify gaps in performance and what solutions to execute
- ✔ Management Feedback survey – to obtain feedback on your management style from your people

And much much more....

Instead of leaving your business to attend offsite training sessions you can now learn at your desk with our revolutionary online learning platform – Studycourse. Learning with us means you can:

Learn at your desk via the IOR's revolutionary online learning platform Studycourse.org – on the job learning which is flexible and practical

Receive an IOR certificate validating your learning and letters after your name – Assoc IOR (CPD)

Receive individual professional membership of the IOR – demonstrating your commitment to best practice

Receive on going help, support and individual feedback from your tutor – making our courses the only online courses with personalised tutor contact

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