



The
University
Of
Sheffield.

Recruitment & Selection Co-ordinators' (RSCs') Network

Introductory briefing sessions
November 2008



Today's session

- Introduction
- e-Recruitment
- Changes to Eligibility to Work legislation
- R&S training review and action



Focus of all R&S activity

To attract, select and recruit the best person for the job



RSCs – role and responsibilities

- Focal point for R&S for your dept
- Cascade and share knowledge
- e-Recruitment implementation
- training colleagues
- being proactive
- sharing ideas and experience: networking
- induction



RSCs – benefits for your dept

- embeds good practice
- increases ability to recruit the best person for the post
- reduces risk of appointing the wrong person
- reduces possibility of a legal claim for unfair R&S activity
- easier to solve R&S issues within your dept
- maximizes the benefits of e-Recruitment
- provides new staff with a tailored induction
- facilitates smoother introduction of R&S changes



RSCs – benefits for you

- excellent development opportunity
- enhance your communication skills through briefing, training and advising colleagues
- become conversant in R&S relevant employment law and good practice
- networking opportunity
- interactive relationship



RSCs – support/interaction

- HoD, FDO and Faculty PVC
- customary HR Adviser and HR Assistant - operational
- Charlotte Turnbull, HR Manager - R&S strategy, policy, training
- RSCs Network training programme
- R&S updates - by email
- newsflashes - by email
- R&S Guidance on the web
- RSC web pages
- drop-in network sessions*
- consultation forum*



R&S training review

Priority areas:

- RSCs' Network programme of training
- chair of interview panel training



RSCs group work

1. Identify :

- (a) areas for RSC Network training programme
- (b) essentials for inclusion in chair of interview panel training

2. Consider:

- format for networking meetings outside of training sessions - how often, timing, reps from HR to attend etc