



COMMUNITY BANKERS ASSOCIATION OF ILLINOIS

Webinar – On-Demand Web Link

Keys to Effective Employee Recruitment, Onboarding & Retention

Tuesday, October 3, 2017

2 - 3:30 p.m.

Recruitment, onboarding, and retention go together. You can't retain good people if you don't first hire good people and provide them the tools to succeed. Onboarding is a vital part of this process. HR team members are often too busy to think about new strategies or creative ways to recruit, onboard, and retain staff. But in today's world, this is a critical priority. This webinar initially focuses on the basics of recruiting, onboarding, and retaining employees. The program provides up-to-date, creative ideas to improve the effectiveness of your programs. Best practices and questions to ask are provided. When discussing retention, employee engagement is also addressed. Engagement is a key indicator of employee involvement and dedication to the organization. Employees who are engaged are more productive, content, and loyal. Common themes of employee engagement are explored. The information gleaned from this webinar assists in developing successful strategies to meet short- and long-term hiring and retention goals.

HIGHLIGHTS

- Brief review of employment laws that impact recruitment, onboarding, and retention
- How to develop basic recruitment strategies — and learn what questions to ask to get started
- Talent acquisition trends and best practices
- Tips for executing an effective onboarding program
- Review multiple retention models (including engagement) to develop your institution's strategy

TAKE-AWAY TOOLKIT

- Expanded employment laws — dos, don'ts, and best practices
- Emotional intelligence assessment description
- Independent contractors — conducting the common law test
- Audit of recruitment program
- Sample onboarding checklist
- Follow-up questions for human resources to ask new hires
- Checklist and matrix of retention strategies
- Employee training log
- Quiz you can administer to measure staff learning and a separate answer key

DON'T MISS THIS RELATED WEBINAR!

Dealing with Employee Discipline, Complaints, Performance Issues & More on Wednesday, August 9, 2017
(All webinars are available for six months after broadcast).

Attendance verification for CE credits provided upon request.

WHO SHOULD ATTEND?

This informative session is designed for human resources team members. It also teaches managers and supervisors how to be key players in ensuring your financial institution meets its recruitment and retention goals.

ABOUT THE PRESENTER

Kay Robinson, SPHR, is the principal of Robinson HR Consulting, LLC. She has served as an HR consultant and practitioner for more than 25 years, including more than 14 years as director of HR Consulting Services with RSM McGladrey; assistant vice chancellor for HR at the University of North Carolina; and associate director for HR at the University of Rochester/Strong Memorial Hospital. A frequent speaker, Robinson received her bachelor's and master's degrees in HR/Adult Learning at the University of Rochester; is a Senior Certified Professional (SHRM - SCP) and a Certified Senior Professional in Human Resources (SPHR) through the Human Resources Certification Institute (HRCI).

THREE REGISTRATION OPTIONS

1. LIVE WEBINAR

The live webinar option allows you to have one telephone connection for the audio portion and one Internet connection (from a single computer terminal) to view online visuals as the presentation is delivered. You may have as many people as you like listen from your office speaker phone. Registrants receive a toll-free number and pass code that allow entrance to the seminar. The session is approximately 90 minutes, including question and answer sessions. Seminar materials, including instructions, PIN number, and handouts are emailed to you prior to the broadcast. You need the most-current version of Adobe Reader available free at www.adobe.com.

2. ON-DEMAND WEB LINK**

Can't attend the live webinar? The ON-DEMAND WEB LINK** is a recording of the live event including audio, visuals, and handouts. We even provide the presenter's email address so you may ask follow-up questions. Within five business days following the webinar, you are provided with a web link that can be viewed anytime for the next six months. This link expires six months after the live program date.

3. BOTH LIVE WEBINAR AND ON-DEMAND WEB LINK**

Includes options 1 and 2 above.

NEW! Listen to the on-demand web link on your iPad, iPhone, or Android. Instructions are emailed to you with the on-demand link.

**All materials are subject to copyright and intended for your bank's use only.

AFFORDABLE TRAINING, WHEN AND WHERE YOU CHOOSE.

REGISTRATION FORM

Keys to Effective Employee Recruitment, Onboarding & Retention Telephone/Webcast
Tuesday, October 3, 2017 2 - 3:30 p.m.

Choose Your Training Option:

Purchase (Check one)	Training Options <i>(Registration includes one location hook-up)</i>	CBAI Member	Prospective-Member*
	Live Webinar	\$275	\$475
	On-Demand Link**	\$275	\$475
	Special Pricing for Live Webinar & On-Demand Link	\$375	\$575

**All materials are subject to copyright and intended for you bank's use only.

Name _____ Title _____

Bank _____

Street Address _____

City/State/Zip _____

Phone _____ Fax _____ Email _____

Material Delivery Options

Check here if you are unable to receive your hook-up instructions and materials via the Internet and hard copies will be mailed to you.

(E-mail address is required for registration).

***Only financial institutions/firms eligible for CBAI membership.**

Please select your payment method.

Check Enclosed Check in Mail Credit Card*

***If you are paying by credit card, please fill out the following information. (MasterCard, Visa, & Discover accepted).**

Name as It Reads on Card _____ Card Number _____

Company Name on Card _____ Expiration Date _____

Billing Address of Card _____

Three-Digit Security Code _____



Mail it in:
CBAI Education Department
901 Community Drive
Springfield, IL 62703-5184

Call it in:
(217) 529-2265



Fax it in:
(217) 585-8738



Click it in:
www.cbai.com

Please note: On-demand link is available five days after the webinar date and expires six months after.