

# Hiring & Interviewing training that builds more diverse teams.

Our modern training prepares your teams for the challenges they're facing today, not 20 years ago. With up-to-date content that covers legal regulations automatically, you can provide your team with training they'll actually enjoy.

## Interview with a Candidate

No one plans to pack their biases with their lunch in the morning, but teams without a plan may be bringing their biases along with their tuna salad sandwiches. Help your team understand how to create a more equitable, inclusive hiring process that invites qualified candidates from all backgrounds.

- Tactical tips on navigating small talk, drafting unbiased and accurate interview notes, and running post-interview evaluation meetings
- Fresh, relevant content written for today's teams
- Multimedia and content forms that meet learners where they are – and WCAG AA standards

## Additional training available

Get your reps in with additional training. Our course library includes ready-to-roll training, offering up the flexibility to support your teams

Want to set it and forget it? Use our assignment engine to schedule 6 short trainings automatically throughout the year, freeing up time to focus on the moments that matter.

## Core Learning

30 minutes

## Topics included

- Active candidate management
- Conflicts of interest
- Consistency in interview processes
- Effective interview note taking
- Inclusive job descriptions
- Interviewing best practices
- Legal do's and don'ts
- The law after an offer
- Values vs. "fit"

---

## Specific laws to keep in mind – don't worry, we've got you covered:

TITLE VII • ADA • ADEA • Immigration Reform and Control Act of 1986 • CROWN ACT • The Uniformed Services Employment and Reemployment Rights Act of 1994 • BAN THE BOX laws