

Recruiter & AM Syllabus – MAP (52 weeks)

- 1 Mindset of the MSP Recruiter
- 2 Production Goals – why have them – how to make them
- 3 Evaluating current production habits
- 4 Sourcing strategies & call list generation 101
- 5 Sourcing strategies & call list generation 102
- 6 Positioning Statements & first contact credibility 101
- 7 Positioning Statements & first contact credibility 102
- 8 Candidate Control 101
- 9 Candidate Control 102
- 10 Candidate Control 103
- 11 Candidate Control 104
- 12 Pre-qualifying candidates 101
- 13 Pre-qualifying candidates 102
- 14 Deep Qualifying – Behavioral Interviewing 101
- 15 Deep Qualifying – Behavioral Interviewing 102
- 16 Deep Qualifying – Behavioral Interviewing 103
- 17 References – when, how & why to ask for them
- 18 The Money talk 101
- 19 The Money talk 102
- 20 Deciding to submit & confirming professional relationship
- 21 The follow up call(s) with the candidate
- 22 AM – The MSP mindset
- 23 AM Production Goals – why have them – how to make them
- 24 AM - Evaluating current production habits
- 25 AM - Developing the program partnership 1.0
- 26 AM - Developing the program partnership 2.0
- 27 Trusted Advisors for AM's
- 28 How to Status the Program Coordinator for Production 101
- 29 How to Status the Program Coordinator for Production 102
- 30 Clean & professional submittals that stand out
- 31 AM follow up and feedback loops 101
- 32 AM follow up and feedback loops 102
- 33 Phone Interviewing 101
- 34 Phone Interviewing 102
- 35 Interview Preparation 101
- 36 Interview Preparation 102
- 37 Interview Preparation 103
- 38 Interview Preparation 104
- 39 The Interview Debrief 101
- 40 The Interview Debrief 102
- 41 The Interview Debrief 103
- 42 Pre-closing the candidate on the opportunity 101

## Mastering the Art of Production (MAP)

Designed for Staffing Companies



- 43 Pre-closing the candidate on the opportunity 102
- 44 Handling the Counteroffer 101
- 45 Handling the Counteroffer 102
- 46 Presenting the Offer 101
- 47 Presenting the Offer 102
- 48 Offer close and paperwork 101
- 49 Pre-start – Background, Drug Test, Closure
- 50 Pre-start – Background, Drug Test, Closure
- 51 1<sup>st</sup> week follow up and status
- 52 Bi-weekly Contractor Care calls

### Executive & Management Syllabus - MAP (26 sessions – biweekly)

- 1 The Executive Mindset with MSP
- 2 Realistic Goals and Targets – how and why to set them
- 3 Evaluating current management habits
- 4 Walking in the Recruiter's shoes – being on a desk
- 5 The Players Coach – skills & drills (Recruiter focused)
- 6 Walking in the AM's shoes – being on a desk
- 7 The Players Coach – skills & drills (AM focused)
- 8 Identifying what needs to change (Root causes)
- 9 Building Team Games & Incentives 101
- 10 Building Team Games & Incentives 102
- 11 Building a team and a mentoring environment 101
- 12 Building a team and a mentoring environment 102
- 13 Using internal competition to challenge not kill 101
- 14 Using internal competition to challenge not kill 102
- 15 When and how to “go to bat” for the team – AM & Recruiter support
- 16 Client meetings 101
- 17 Client meetings 102
- 18 Leveraging winning accounts with MSP Executives 101
- 19 Leveraging winning accounts with MSP Executives 102
- 20 Scaling the recruiting organization 101
- 21 Scaling the recruiting organization 102
- 22 Offshore logistics and organizations 101
- 23 Offshore logistics and organizations 102
- 24 Spreading risk and MSP mix
- 25 Becoming a Platinum Supplier on all your accounts
- 26 Valuations, Mergers and Acquisitions