WAYNE STATE UNIVERSITY
HUMAN RESOURCES

COURSE OVERVIEW

COURSE NAME
Staffing Overview

COURSE DESCRIPTION
This course will provide **HR Directors, Senior Consultants and Consultants and Talent Management Coordinators** with an overview of the WSU's talent management process and how policy, contract and systems interact in WSU's recruitment process. Guest speakers will feature highlights for the non-academic recruitment process, the academic recruitment process and collective bargaining agreement considerations.

LEARNING OBJECTIVES
As a result of this module, participants will be able to:

- Describe the role and expectations of Client Services as it pertains to staffing
- Reference WSU's talent management model as part of a strategic approach to recruitment and retention
- Understand WSU's recruitment process, including key policies and procedures, collective bargaining agreement and articles, and systems for academic and non-academic, represented and non-represented faculty and staff
- Contact apropriate WSU central units for support as needed
- Sell WSU to potential job applicants with a strong understanding of our institution and community

PREREQUISITES
Prior to this module, it is recommended participants explore WSU's Resource Portal to see an overview of process, contract, policy and key contacts for the staffing process of academic/non-academic and represented/non-represented faculty and staff and identify two questions they have about how staffing at WSU works. These questions will be submitted to OED in advance of the session & used to help identify points of emphasis in course content.

To access the Resource Portal:
1. Open Blackboard at http://blackboard.wayne.edu using your access ID and password
2. Refer to "My Organizations Plus" in the top right corner
3. Click on "Resource Portal"
4. Click on "New Employee Hire"

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ADDITIONAL RESOURCES

There are several eLearning resources available through Accelerate Employee Development Tools (AEDT) to supplement this course. The recommended eLearning resources listed below are not required for this course but are helpful references you can refer to as needed.

- The Talent Management Handbook: Creating a Sustainable Competitive Advantage by Selecting, Developing and Promoting the Best People, Second Edition by Lance A. Berger and Dorothy R. Berger (2011)
- One Page Talent Management: Eliminating Complexity, Adding Value by Marc Effron and Miriam ort (2010)
- HR as Business Partner: Managing Talent for Organizational Success, 1 hour eCourse