
Recruit, Hire and Onboard Virtual Employees

The recruitment marketplace has a growing number of jobs and a decreasing number of qualified applicants. Top virtual candidates find themselves with the upper hand, patiently and carefully waiting for the right opportunity with the right company.

Companies that know how to recruit, hire and engage virtual talent have the advantage on an ever-changing business frontier. That's why it makes sense to get hold of the playbook those organizations are using **!** and that's why we designed this course.

If your company has embraced remote and hybrid work, but you're still relying on the same old ways to hire and manage off-site talent, it's time to rethink your game plan. Sign up for this LIVE, instructor-led course and find out how to hire the IDEAL virtual talent for your business. Study the recruitment process from beginning to end **!** and ensure you're bringing in new remote hires the right way. Learn the best practices other companies use to keep their off-site employees engaged and eager from preboarding through their first 90 days and beyond.

Session 1

Recruit Top Virtual Talent

- Discuss what virtual talent is looking for today
- Brand your company to recruit top virtual candidates
- Tailor job descriptions and applications for mobile users and remote talent
- Identify ways to narrow the virtual applicant field from start to interview
- Create a streamlined recruiting process built for speed and efficiency

Session 2

Interview Effectively to Hire the Virtual Best

- Structure your online interview for speed, transparency and decisiveness
- Create the ideal setting for the on-screen interviews
- Provide a virtual interview guide for job candidates so they feel prepared
- Construct interview questions that reveal a candidate's true aptitude for the job
- Describe best practices for landing your top choice and building your talent pool

Session 3

Know the Virtual Onboarding Basics

- Describe what a good onboarding program achieves
- Explain how onboarding differs from orientation
- Establish best practices for embracing and engaging new hires
- List the characteristics of a successful virtual onboarding experience
- Explore strategies for continuously improving your program

Session 4

Build a Dynamic Virtual Onboarding Program

- Identify what to include in your virtual onboarding program

- Describe ways to make your virtual onboarding program stand out
- Create a schedule and establish a timeline for your program
- Prevent the common first-day frustrations experienced by off-site employees
- Involve people from all areas of the company in virtual onboarding

Session 5

Start New Hires Off the Right Way

- List ways to make virtual employees feel welcome before their first day
- Explain how to make off-site employees feel valued
- Describe methods for keeping new virtual employees on track
- Identify strategies that help virtual employees move faster toward productivity
- Inspire new hires to visualize their future with your company

