

Designing & Developing an Assessment Centre

Duration: 1 day

Course Overview

Welcome to the 'Designing & Developing an Assessment Centre' training program! This one-day intensive workshop aims to equip participants with the knowledge and skills necessary to create effective and efficient assessment centres for talent evaluation and development within their organisations. An assessment centre is a comprehensive method used to evaluate candidates' and employees' competencies, potential, and performance in a controlled and standardised environment.

Throughout this training, delegates will delve into the fundamental principles of designing and implementing an assessment centre, enabling them to identify and apply best practices that align with their organisation's objectives. Participants will gain insights into the significance of assessment centres in making informed talent decisions, improving hiring practices, identifying high-potential employees, and enhancing overall organisational performance.

Who should attend?

This training program is designed for HR professionals, talent acquisition specialists, learning and development managers, and anyone involved in the talent assessment and selection process within their organisations. It is suitable for both newcomers to the field and those seeking to enhance their existing knowledge and skills in assessment centre design.

How certification is earned

Upon successful completion of this course, you will be awarded a certificate of attendance from Expleo Academy.

Related courses

Attendees may also be subsequently interested in

- Effective Decision Making

Prerequisites & pre-reading guidelines

There are no specific prerequisites for this course.

Context

In this workshop you will delve into the fundamental principles of designing and implementing an assessment centre, enabling you to identify and apply best practices that align with organisation objectives.

Course Objectives

On completion of this training, attendees will be able to:

- Understand the key components and benefits of an assessment centre.
- Design an assessment centre tailored to specific organisational needs and roles.
- Develop valid and reliable assessment tools, exercises, and simulations.
- Identify and mitigate potential biases in the assessment process.
- Conduct fair and effective assessment centre exercises, ensuring standardised evaluations.
- Interpret assessment centre results and use them for talent development and decision-making.

Course Outline

Introduction to Assessment Centres

- Definition and purpose
- Benefits and challenges
- Key considerations for implementation

Designing an Effective Assessment Centre

- Identifying organisational needs and objectives
- Competency framework development
- Exercise selection and structure

Developing Assessment Tools

- Types of assessment tools (interviews, simulations, etc.)
- Validity and reliability considerations
- Creating scoring criteria and rating scales

Mitigating Bias in Assessment

- Recognising common biases in assessments
- Implementing diversity and inclusion best practices
- Ensuring fairness and objectivity in evaluations

Conducting Assessment Centre Exercises

- Role of assessors and observers
- Training assessors for accurate evaluations
- Running smooth and efficient assessment sessions

Interpreting and Utilising Assessment Centre Results

- Data analysis and synthesis
- Providing feedback to participants
- Making talent decisions based on assessment outcomes

By the end of this training, participants will possess the expertise to design, implement, and manage assessment centres that yield valuable insights into talent potential and contribute significantly to the success of their organisations. Join us for this transformative learning experience and take your talent assessment practices to new heights.

Training Methodology

The training program will be highly interactive, incorporating various learning methodologies to cater to different learning styles. The approach will include:

- Expert-led presentations
- Real-life case studies and examples of successful assessment centres
- Group discussions and brainstorming sessions
- Practical exercises and role-playing scenarios
- Hands-on experience in designing assessment centre exercises
- Q&A sessions for clarification and deeper understanding

Contact

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