New! Two-Day Topgrading Workshop
June 23&24, 2010

June 23: Basic Topgrading Workshop, a "sampler" of the 12 steps in Topgrading hiring, plus Topgrading promoting and firing, plus the Topgrading Quick Start Program.

June 24: How to Conduct the Topgrading Interview, an in-depth course on conducting a full Topgrading Interview. Get personalized coaching from Topgrading professionals.

For years attendees have suggested the same sort of 2-day workshops clients use internally – the workshops resulting in almost all attendees dramatically improving hiring success. Here it is! The second day is the advanced Topgrading Workshop many have requested, and in our latest workshop it was a resounding success – an average of 10 rating on a 10-point scale!

June 23: Basic Topgrading Workshop. You will:

- estimate your hiring success, cost of mis-hires
- estimate the hours you and others waste on mis-hires
- develop your Network of A players to recruit
- analyze a completed Topgrading Career History Form (and amaze yourself at how closely your ratings on 50 competencies matched the boss ratings)
- see Brad demonstrate the Topgrading interview
- receive a 90-day license to use the Topgrading forms and guides to "test drive" Topgrading

- begin using the Topgrading Quick Start Program to immediately hire better
- participate in quarterly conference calls with Brad, to get your questions answered
- receive a 3-ring binder full of Topgrading tools, plus 2 books

June 24: How to Conduct the Topgrading Interview. You will:

- conduct a full Topgrading Interview, with feedback and coaching from Topgrading professionals
- learn the tandem (2-interviewer) approach that almost doubled GE's success picking high performers
- recognize the flaws in a dozen common myths about interviewing, and learn the time-tested Topgrading methods
- analyze all the information about the candidate and write an Executive Summary
- prepare for and role-play a reference call
- learn 15 keys to accurately and validly interpret interviews
- know how to stay within the law!
- receive 2 additional Topgrading books

Credit Hours: The workshop has been approved for 12 (General) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute.

COST: $2,995. If 2 people from the same company attend or companies who have sent previous attendees, it's $2,495 per person. Not-for-profits can attend for a 25% discount.

COMMENTS FROM RECENT ATTENDEES:

“Very informative and insightful, with a tremendous amount of valuable information.” Chris Hollender, Claims Director, Argo Group US

“A 10. Excellent workshop. Very enlightening and thought provoking.” Ron Walker, AVP – Claims, Argo Group US

“Great program. Will take the company to the next level.” Maura Slattery-Machold, VP of Manufacturing Effectiveness, Sun Life Financial

“Lots of great data points. Very powerful metrics that support the methodologies.” Kimberly Eyhorn, Senior Recruiter, HomeAway

“Really enjoyed the workshop! Gained a lot of insight into the reasons why we do an in-depth interview.” Yulie Law, Recruiting Manager, Speck Design

“Great experience!” Jackie Thornton, HR Director, Triton Management Group

“Excellent content. Presentations were very focused and informative.” Dave Kelly, Director, NetScout Systems

“I thought it was wonderful – very insightful and informative. I can definitely see how the process would work.” Kiesha Gasparac, Administrative Assistant, RS Hanline Company

“This is exactly what we needed to keep our company growing through this tough economy.” – Travis Isaacson, Senior Director of Organization Development, Access Development

When: June 23-24, 2010, 7:30-4:00, coffee and danishes in the morning and lunch included

Where: Merit Club
1500 Merit Club Lane
Libertyville, IL 60048
847-918-8800
Approximately 45 minutes north of O'Hare Airport

COST: $2,995. If 2 people from the same company attend or companies who have sent previous attendees, it's $2,495 per person. Not-for-profits can attend for a 25% discount.
(Non-refundable, must be received to reserve place in workshop, must be paid by June 14, 2010, payable by credit card) Click here to register.

Hotel Suggestions:
Hilton Garden Inn (recommended hotel - ask for Smart & Associates' block of rooms and rate of $129.00, available if reservations are made before 6/9/10; though you are responsible for getting from O'Hare to the hotel, we will provide transportation everyday from the Hilton Garden Inn to the Merit Club and then leaving the workshop at 4:00 PM back to O'Hare. We recommend arranging flights to depart after 6:30 PM - please let us know if you will be using this transportation. If you have earlier flights or need to leave the workshop after 4:00 PM you will need to arrange your own transportation.) The hotel does have a restaurant that serves dinner until 10:00PM and they also serve breakfast.
26225 North Riverwoods Blvd.
Lake Forest, IL 60045
847-735-2483
Single Suite $129.00

Directions to hotel from O'Hare Airport: Follow signs to Tollway I-294 north towards Milwaukee; merge onto I-94 west to Town Line Road (Route 60), west on Town Line Road to Riverwoods Blvd. and hotel is on the right.