**Training in Values Based Approaches**

to Recruitment and Retention

**Oxfordshire County Council are pleased to offer this funded development opportunity to adult social care providers in the county.**

There are 3 sessions covering different aspects of Values Based Approaches to Recruitment and Retention and these are aimed at managers and others responsible for recruiting. You can choose to attend all 3 sessions, or just 1 or 2. The aims of each course are as follows:

**Finding the Right People**

* Understand values based recruitment and retention and how to apply it to your organisation
* Understand how to develop values based recruitment and target recruitment efforts to attract the right people
* Understand how to lead and develop a positive workplace culture
* Understand the factors that support workforce retention and what practical changes could be implemented

**Values Based Interviewing**

* Identify the values, behaviours and attitudes essential to work in care and your organisation
* Use a range of questioning techniques to identify whether candidates have the values, behaviours and attitudes needed to work in your organisation
* Understand values based recruitment and how to apply it to your organisation
* Understand how your organisation’s values and behaviours frameworks maps onto the example values and behaviours framework provided by Skills for Care

**Valuable Conversations**

* Identify when to have effective and necessary valuable conversations at work
* Develop knowledge and experience of techniques for having conversations with staff about values, behaviours and attitudes – both positive and concerning
* Apply and practice the conversation techniques in the context of day to day conversations, regular supervision, probationary reviews and performance management.
* Receive feedback and support in developing the technique further in your work place

**Book a place**

**To attend any of the sessions, please complete the application form on the next page and indicate which courses and dates you wish to attend.**

**Training in Values Based Approaches**

Application Form

**By completing your details below you are consenting to OCC using your information for the purpose of providing these courses and contacting you in relation to this. You can view a copy of Oxfordshire County Council’s Privacy Notice here today or online at:** <http://www.oxfordshire.gov.uk/privacy>**. You can opt out of these arrangements at any point by contacting:** Contracts.Admin@Oxfordshire.gov.uk**.**

|  |  |
| --- | --- |
| **Name(s) and job role(s):** |  |
| **Organisation:** |  |
| **Address:** |  |
| **Phone number:** |  |
| **Email:** |  |
| **Dietary and access requirements:** |  |
| **Please tick to indicate your workshop choices:** | * **Finding the right people**: 10 January 2019, 9.30-1pm
* **Values Based Interviewing**: 15 January 2019, 10-3.30pm
* **Valuable conversations**: 5 March 2019, 10-3.30pm

 * **Finding the right people**: 30 January 2019, 9.30-1pm
* **Values Based Interviewing**: 27 February 2019, 10-3.30pm
* **Valuable conversations**: 28 March 2019, 10-3.30pm
 |

Refreshments will be provided at all sessions and lunch and will also be provided at the Values Based Interviewing and Valuable Conversations sessions.

**Thank you for completing this application form. Please return this form to:** contracts.admin@oxfordshire.gov.uk**. We will be in touch soon with confirmation of your place, the dates, and further information about the courses.**