

Job Descriptions, Interviews & Evaluations (Webinar)

FORENSIC SUPERVISION SERIES

COURSE DESCRIPTION

Job Descriptions: When was the last time you updated your job descriptions? Students will learn how to update job descriptions, what they should include, and what problems could arise from outdated job descriptions. Topics include how to write an accurate job description, what a job description should contain, and what the ramifications are when employees work under inaccurate job descriptions.

Interviews: Does your interview process actually help you pick the best candidate for the job? Topics include how to conduct an effective interview, how to pick the best fit for your team and agency culture, as well as what happens when you make the wrong choice.

Evaluations: Do your evaluations actually bring value to your employees and help them grow? Topics include how to conduct effective evaluations and how to give and receive valuable feedback in a timely manner that facilitates growth.

This is a live webinar and must be attended in-person to receive a certificate. Instructor-student interaction will be ongoing throughout the course, so students will be expected to not only be present, but also to participate just as they would in a face-to-face course.

You will receive a PDF workbook to download via email prior to beginning the course.

COURSE LOGISTICS

Instructor: Rebeca D'Jimas

Location: Wherever you can login!

Date & Time: Thursday, June 2nd, 2022 @ 12 – 4pm EDT

Cost: \$100

WEBINAR PLATFORM:

Attendees must be able to access the Demio webinar platform to attend the course. Once you have registered for the webinar, you will receive an email containing your unique link to access the live webinar. If payment is not received within 24 hours of the webinar, your unique access link will be deactivated.

ATTENDANCE POLICY

This webinar can only be attended by the individual that has registered for the course. Gap Science LLC does not permit the watching, listening, broadcasting or distributing of this webinar to any individuals that are not registered for this course.