



# RECRUITMENT BOOTCAMP

COMMUNITY PLAN & RECRUITMENT TEAM

OCTOBER 4, 2017

2 P.M. EASTERN

# WEBINAR HOUSEKEEPING

We are  
Recording

Ask  
Questions

Have Fun

# TODAY'S PRESENTER

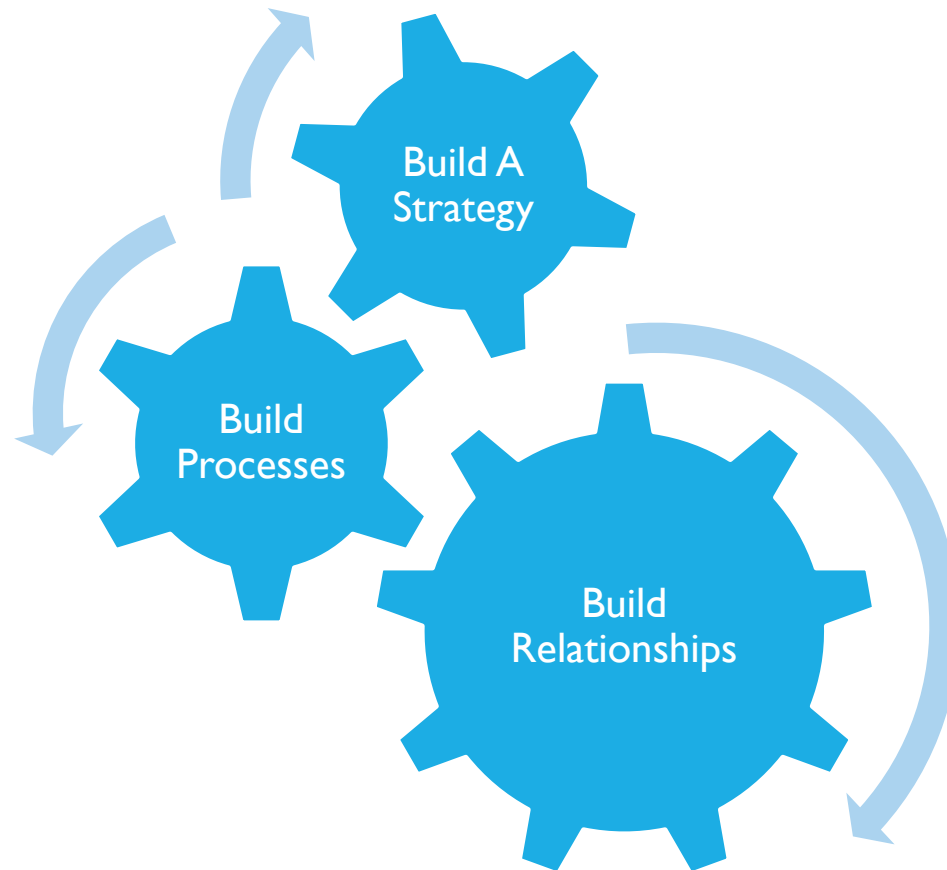
Allison Abayasekara  
VP, Training & Programs



# FACULTY

- Allison Abayasekara | [aabayasekara@clinicians.org](mailto:aabayasekara@clinicians.org)
  - 703-562-8820
- Mariah Blake | [mblake@clinicians.org](mailto:mblake@clinicians.org)
  - 703-562-8819
- Ann Hogan | [ann@annhoganconsulting.com](mailto:ann@annhoganconsulting.com)
  - 303-916-6439
- Suzanne K. Speer | [sspeer@clinicians.org](mailto:sspeer@clinicians.org)
  - 703-577-1206

# OUR BOOTCAMP GOALS



# LAST WEEK RECAP: SELF-ASSESSMENT TOOL

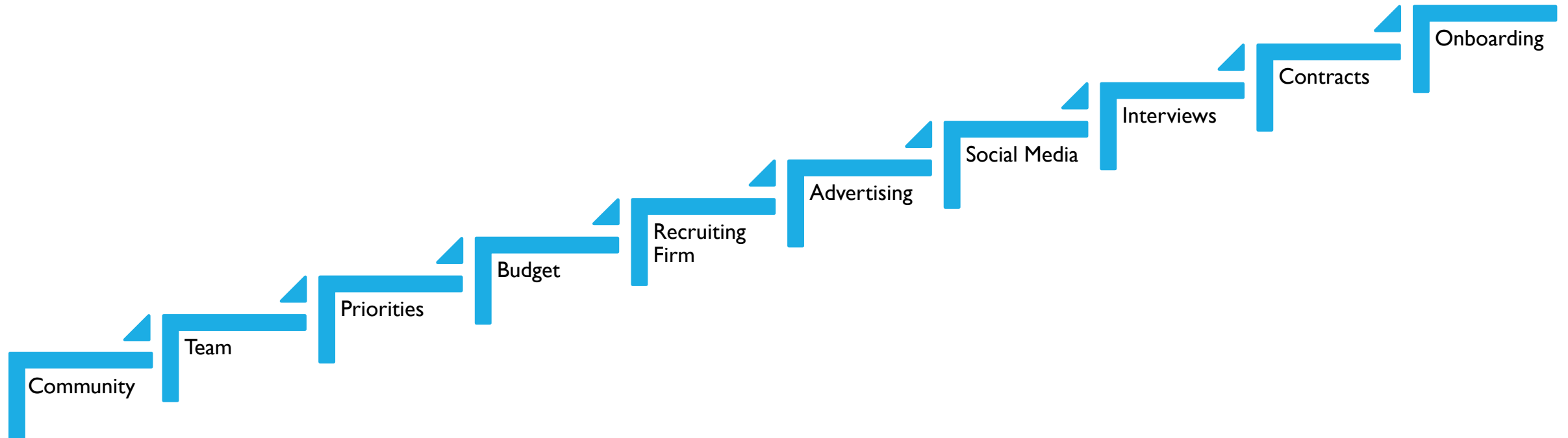


# DISCUSSION BOARD

- Select “2017 Recruitment Bootcamp” group
- Select relevant week
- Comment and reply to others!

The screenshot shows the STAR<sup>2</sup> Center website dashboard. At the top, there are navigation links for RESOURCES, TRAINING, ASSISTANCE, ABOUT US, CONTACT US, and LOG OUT. The STAR<sup>2</sup> CENTER logo is prominently displayed. Below the navigation is a DASHBOARD section with icons for a calendar, a backpack, a clock, and a coffee cup. A large green arrow labeled "Group 2" points to the "2017 RECRUITMENT BOOTCAMP" button in the DISCUSSION GROUPS section. Other buttons include "DISCUSSION BOARD FEEDBACK". Below this are three main content areas: RESOURCE CENTER (with a book icon), WELCOME (with a house icon), and ONLINE COURSES (with a folder icon). Each area contains a brief description of its function.

# RECRUITMENT PLANNING PROCESS





# COMMUNITY RECRUITMENT PLANS



Hospitals &  
Other  
Providers  
in Area

Schools,  
Residencies,  
State  
Offices

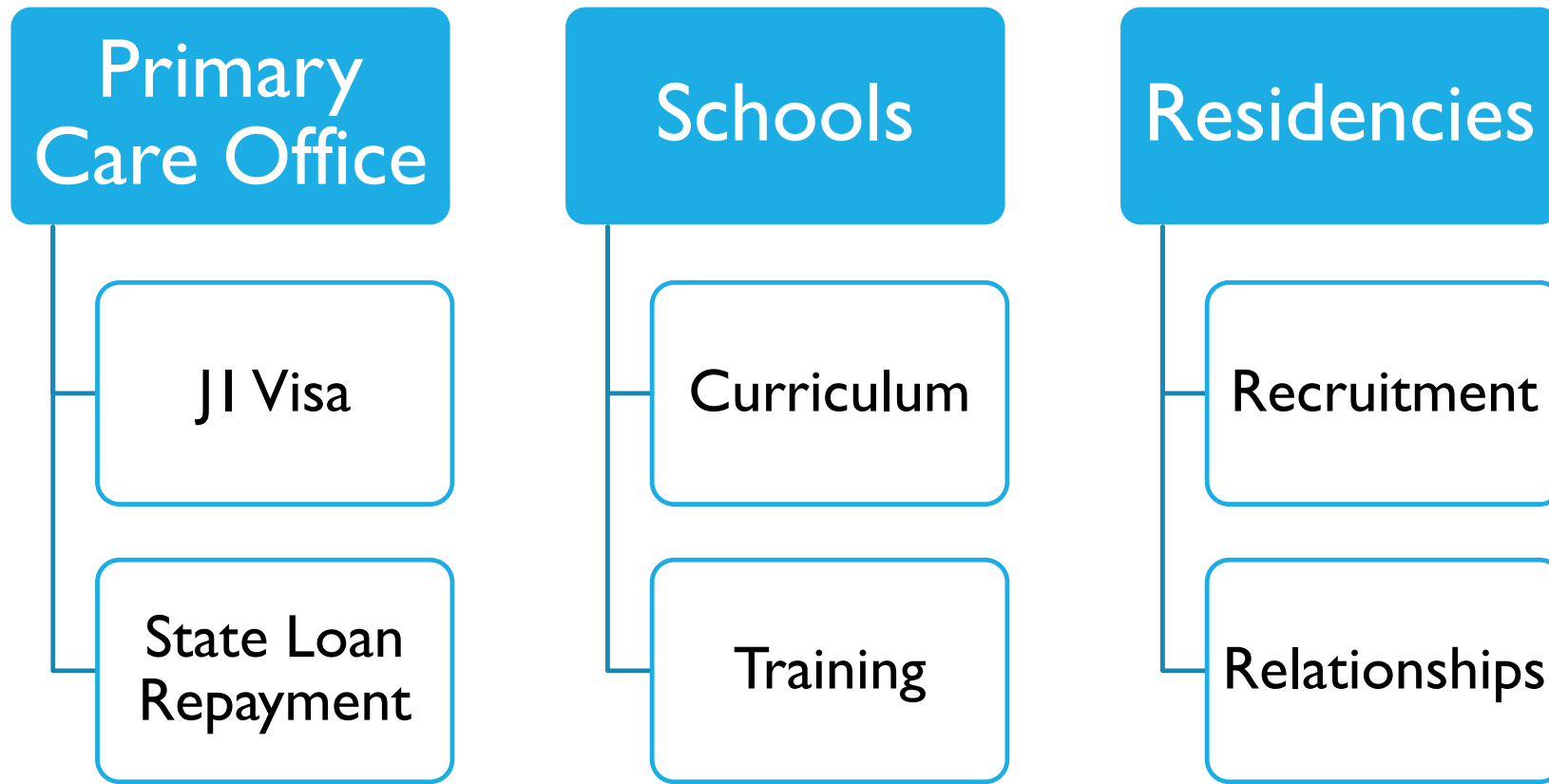


# IDENTIFY COMMUNITY PLANS

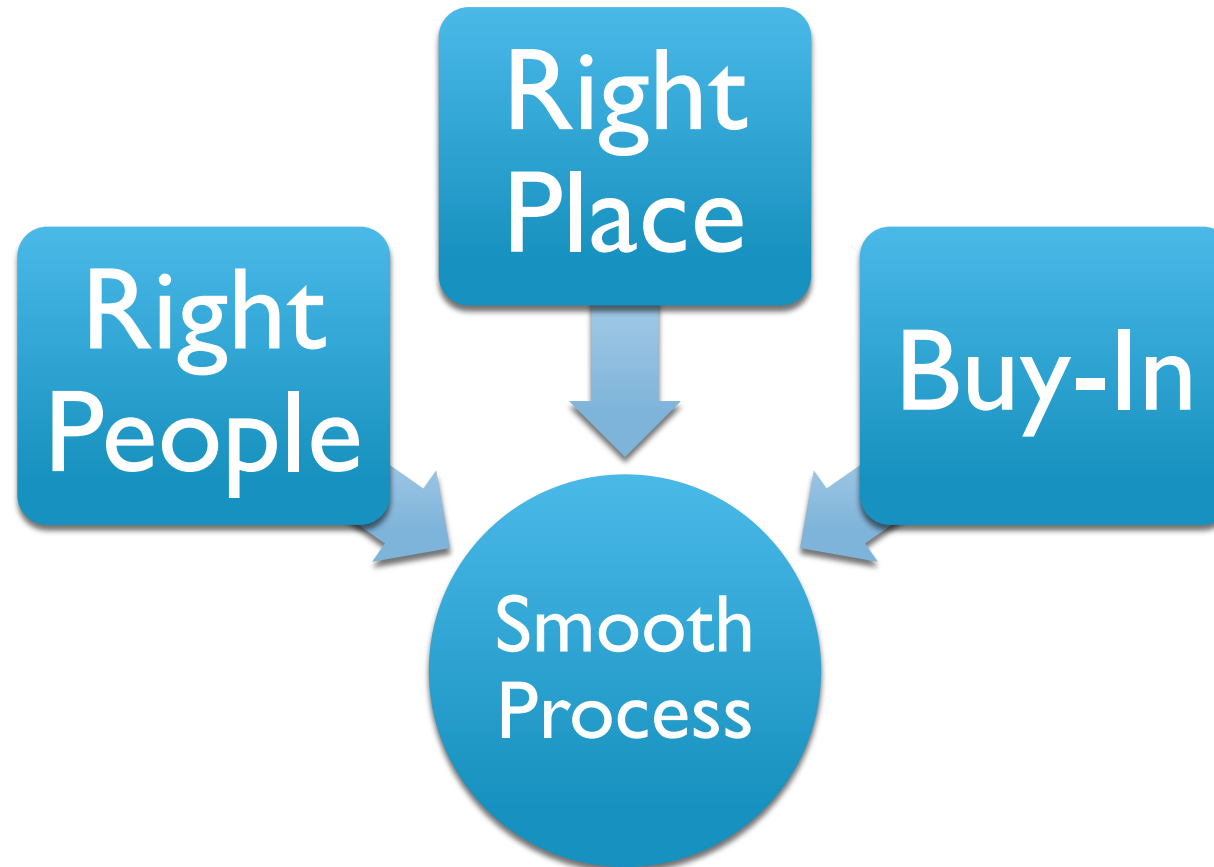
- Regional planning initiatives
  - Find out about them and get involved
  - Hospitals
  - Other Providers
- Identify opportunities for collaboration
  - Share providers
  - Share recruitment costs



# IDENTIFY COMMUNITY PARTNERS



# RECRUITMENT PROCESS



# RECRUITMENT TEAM

Put team  
together in  
advance

Allow input  
early on

Remember  
team must  
act quickly

# RECRUITMENT TEAM ROLES

Establish clear roles

Establish responsibilities

Availability and Skills

Position	Responsibilities
<b>Chief Medical Officer</b>	With CEO define position, Contribute to draft ad, Assist with screening calls, Final interviews, Visit dinner event
<b>Administrator/CEO</b>	With CMO define position, Contribute to draft ad, Assist with screening calls, Final interviews, Visit dinner event
<b>Recruitment Staff (may not have this title, but need to appoint someone in this role)</b>	Coordinate with recruiting firm (if any), Draft final ad and coordinate with media and social media outlets, Screening calls, Coordinate all parts of visit and interviews, Track candidates, Develop and negotiate contracts, Assist with moving arrangements and community connections (schools, partner employment)
<b>Provider Team Members</b>	Input defining position, Contribute to draft ad, Final interviews and visit events as necessary
<b>Clinical Support Staff</b>	Part of site tour and informal interviews during visit
<b>Administrative Staff</b>	Support Recruitment Staff, Potentially part of site tour and informal interviews during visit
<b>Community Member</b>	Potentially part of final interviews, Visit dinner event
<b>Provider Team Spouse</b>	Provide assistance and support to candidate partners/families, Lunch with partner

# NEXT WEEK:

- Assignment
  - Complete Table 13.
    - Recruitment Team Members and Corresponding Responsibilities
  - Discussion Board Questions
- Office Hours
  - OPTIONAL
  - Wednesday, October 11<sup>th</sup>
  - 2 p.m. Eastern Time
  - <https://www.gotomeet.me/STAR2Center>



# WHAT TO EXPECT

*Teamwork makes*  
**THE DREAM WORK.**

- Faculty Emails:
  - Webinar recording
  - Assignment & Discussion Board prompts
- You're done for the week!
  - Congrats! You are through Week 3 of Recruitment Bootcamp!



# THANK YOU!