

## **Staffing and Onboarding Course**

**For**

**Mini MBA**

**By**

**Professor Alex Fernandez**

### **COURSE OBJECTIVE**

The primary purpose of this course is to understand how workforce planning, recruitment, selection, and onboarding are conducted to enhance the success of the organization. Workforce planning uses supply and demand forecasts to anticipate labor shortages and surpluses. Recruitment evaluates and screens candidates regardless of race, gender, age, or disability. In the context of selection, we will discuss numerous techniques and demonstrate the economic benefits to organizations that use valid selection procedures. The workshop will include several group experiential exercises.

#### **Learning Goals:**

1. Explain the strategic importance of managing talent through workforce planning, recruitment, and retention.
2. Show workforce planning methods and their relationship with business and HRM strategies.
3. Specify several recruiting sources and internal and external approaches.
4. Describe the strategic importance of selecting employees to fit the job and the organization
5. Demonstrate effective interviewing and selection techniques.
6. Describe the techniques used for screening job applicants.
7. Explain how to develop an onboarding process
8. Describe the roles and responsibilities of line managers with respect to recruiting, selection, and onboarding.

**Alejandro (Alex) Fernandez** is a Professor and Director of the Inclusive Leadership Initiative at C. T. Bauer College of Business at the University of Houston. With degrees from Massachusetts Institute of Technology, Master of Science in Management, Cornell University, Master of Science in Human Resource Management, and Universidad Catolica Andres Bello, Industrial Engineer.

Alex is the Former VP of Corporate Development & Communication for Brenntag Latin America. Brenntag is the world's largest chemical distributor. In that role, he was responsible for the policies, practices, and systems that influence employee behaviors, attitudes, and performance across 16 countries.

Until 2001, Alex was Director of Training and Development at PETRÓLEOS DE VENEZUELA. He was a leader in establishing and implementing a wide range of training and development programs. Programs included curriculum development, market and client training needs, assessments, technology innovation, and client service. He held different positions in Human Resources, Corporate Planning, and Information Systems.