

# MASTERCLASS – CRAFTING QUALITY FLEXIBLE JOBS

## *A Toolkit for Success*

- Participants will end the day with a clear plan for crafting Quality Flexible Jobs that work for them and their organisation.
- Practical tools and strategies based on proven methods and techniques.
- Designed for Line Managers, In-House Recruiters, Diversity Specialists and Talent Managers.
- Run by one of the UK's leading experts in balanced working.

## Programme

9:30	<i>Registration &amp; coffee</i>
10:00	Introduction: Why offering Quality Flexible Jobs matters
10:15	<i>Toolkit session 1: Crafting a Quality Flexible Job</i> Participants will be asked to work with an existing job in their organisation.
11:15	<i>Coffee</i>
11:30	Crafting Quality Flexible Jobs: the partnership between recruiters, line managers and HR specialists.
12:00	<i>Toolkit Session 2: "It won't work here" – addressing concerns &amp; visioning possibilities</i>
13:00	<i>Lunch</i>
13:45	<i>Toolkit Session 2 continued.</i>
14:15	Assessing candidates for Quality Flexible Jobs
15:00	<i>Tea</i>
15:15	<i>Toolkit session 3: Designing your recruitment strategy.</i>
4:15	Final questions and review
4.30	Masterclass ends