

Training list Mareike Holinski

Title	Target group	Speech	Training	Webinar	Language	Description
Recruiting for seemingly unoccupied vacancies (Do you need a recruiter? – Tips for your recruiting strategy)	HR decision-maker: employees from personnel department and manager	✓		✓	German (ge) / English (en)	Did you know that an unfilled position costs a company about €1,000 a day? More and more employers are therefore taking active ways to recruit new staff. What questions do you need to ask yourself to develop the right recruiting strategy for your business? In which cases is it worthwhile to authorize a personnel consultant and when is it better to focus on your own recruiting methods?
How does "Female Recruiting" actually work?	HR decision-maker: employees from personnel department and manager	✓		✓	ge/en	Homogeneous teams do not solve complex tasks. How can you reach different groups of candidates? We show you how to develop your group-specific recruiting strategy as well as overcoming firm patterns of thoughts. We also discuss best practices, how to set up mixed teams.
Resilience: Staying calm and increasing success	Women and men	✓	✓	✓	ge/en	The world of work 4.0 demands flexibility, a constant adaptation to new situations and a high performance during increasing requirements. Staying calm while facing these challenges is not easy for everyone, but it has a major impact on professional success. However, resilience can be learned and trained. You will receive precise exercises and tools to strengthen your resilience.
Know your strengths and use them wisely for good use	Men and women		✓		ge	Do you want to integrate your strengths into your daily work and benefit from it? Do you want to use your talents properly to climb your career ladder? By using one management assessment tool you will elaborate two great personal strengths. By means of various methods and exercises you learn, how you can implement them goal oriented and efficiently into

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						your daily business. At the end of a busy day, you will be able to organise your career full of inspiration and with new ideas.
Potential-analyze: More variety in a team	New and experienced teams		✓		ge	This workshop is all about reflecting his/her own strengths and the specific role within the team. Together, all participants will develop structures for a goal-oriented communication, efficient meetings and the organization of the day-to-day business. Diversity involvement within the teams and a sustainable enhancement of the team performance will be the overall aim of this workshop.
Leading in a team	Manager and manager teams		✓		ge/en	This workshop reflects the participants' role as a manager and as part of the management team. All team members develop different structures of work for the organization of the day-to-day business. Furthermore, it will be defined how they deal with crises, changes and decentral and complex structures. The goal is to build up and implement a collective and successful culture of leadership.
How to get headhunted	For everyone, who wants to reorient him-/herself	✓		✓	ge/en	We offer personal support by defining your expectations and motives. Additionally, we give advice, how you can be identified by personnel consultants and be addressed for the "right position".
Recruit the right people	HR decision-maker: employees from personnel department and executives		✓	✓	ge/en	Do you want to conduct your job recruitment in an effective and efficient way? Together, we define four of the most important questions for your next job interview.