

# How to Headhunt

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1 Day Interactive workshop.

**Who should attend:** This workshop is designed for those whom wish to add headhunting to their skill set or for experienced search consultants wishing to formalise their knowledge.

Prior knowledge of the recruitment process is required for this workshop.

**Outcome:** Participants will gain confidence and practical skills in how to research prospective candidates, making the approach, selling the opportunity and controlling the process. All participants will gain valuable skills in building their networks.

## **Workshop Content:**

1. What is headhunting?
2. Benefits of headhunting
3. Contingent, retained and exclusive – where does headhunting fit in?
4. Methodology explained
5. Research and name gathering
6. Getting past the gatekeeper
7. Making the approach
  - a. Generational issues to consider
  - b. Setting a call objective
  - c. Direct Vs Indirect Approach
  - d. Opening the call
  - e. Structuring the call and tips for success
  - f. Building instant rapport
  - g. Role plays for success
8. Overcoming candidate objections
9. Managing the process
10. Dealing with counter offers
11. The sales pitch to your client
12. Securing exclusivity and retainers
13. Managing the relationship

## **How to contact us:**

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