



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Wednesday, February 17, 2010

MEMORANDUM FOR: Chief Human Capital Officers

FROM: Nancy H. Kichak, Associate Director, Employee Services

Subject: 2010 Effective Hiring Workshops and Webinars

I am pleased to announce the 2010 Call to Serve Initiative's Effective Hiring Workshop (EHW) Series, "Using Innovative Techniques to Improve Recruiting and Hiring." The Call to Serve Initiative is sponsored by the U.S. Office of Personnel Management (OPM) and the Partnership for Public Service (the Partnership).

Because registrations are limited, we are able to send the invitation for each workshop only to one Point of Contact (POC) representing your agency. We are requesting your POC invite the appropriate representative (or representatives if space permits) to each workshop. Please email your agency POC's name, title, telephone number and email address to OPM's Dave Herman at David.Herman@opm.gov no later than February 26, 2010.

The workshops are intended for GS 13-15 level recruiters, staffing specialists, and HR practitioners responsible for building and administering recruitment and staffing programs. Attendees will experience a blend of lectures, best-practice presentations, and small-group exercises geared towards enhancing agency recruitment programs and hiring processes. The 2010 Effective Hiring Workshops are:

Innovative Practices for Filling Hard-to-Fill Jobs (March 16)

The Latest News and Techniques for Hiring Veterans (April 15)

Finding the Best! – Hot Topics in Innovative Recruiting (June 17)

Hiring the Best! – Using Innovative Assessment Techniques to Save Time and Improve Results (August 19)

Keeping the Best! – Techniques for Understanding Attrition and Improving Retention (November 4)

To complement these workshops and reach a wider audience, we are also launching a free webinar series for Federal HR practitioners. We will be working through local Federal Executive Board's to get out the word about the following webinars and look forward to broad participation in them:

What Students are Looking for in 2010 and Beyond (March 30)

Find the Best!: Hot Topics in Innovative Recruiting (July 13)

Hire the Best!: Using Innovative Assessment Techniques to Save Time and Improve Results (September 9)

Keep the Best!: Techniques for Understanding Attrition and Improving Retention (December 2)

For additional information about the Effective Hiring Workshops, please contact OPM's Dave Herman or the Partnership's Erin Creasy at ecreasy@ourpublicservice.org. We are counting on your continued leadership in this important endeavor and look forward to your agency's participation in these workshops.

Cc: Human Resources Directors