

Tuesday, 2:30 – 4:00, C6

## Caregiving as a Career Choice: Recruiting and Hiring Long-Term Employees

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### Objective:

Identify effective methods for the practical application of concepts related to improving the delivery of services for persons with developmental disabilities

### Notes:

*CAREGIVING AS A CAREER  
CHOICE: Recruiting and  
Hiring Long-Term Employees*

Lisa Korotkin Rothberger  
Paul Mattson

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*Creating a wish list exercise*

Example: Hiring for a Cashier Position

- Good money skills (math, making change)
- Good people skills (interacting with customer, coworkers)
- Ability to remain calm in stressful situations

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*That “perfect candidate...”*

- Group activity to discuss qualities
- 5 minutes to list traits
- 5 minutes to discuss

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### *Choosing questions for the interview*

- Phone screening
- Lisa's favorite question to ask
- Paul's favorite question to ask
- Use your instincts!
- Is the person being sincere or not?

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### *What are your favorite questions?*

- Re-group
- Create a list of your favorite questions (5 minutes)
- Present them and explain why (5 minutes)

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### *Decoding the candidate's answers*

- Determining the candidate's work ethic
- Analyzing body language
- Paying attention to language used and word choices
- Reasons given for leaving prior positions
- Situational questions (e.g., Gentle Teaching)
- Always ask the candidate if they have questions - this can give clues to what's important to them

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*Interview Role Play*

- “Bad” interview demonstration
  
- “Good” interview demonstration

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*Outside of the interview*

- Ask receptionist about applicants
- “Audition” the applicant - ask the opinion of a person served
- Have administrators visit orientation
- Play up the good reputation of your company
- Highlight the benefits of working at your company

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*Do you have any questions or comments?*

THANK YOU FOR ATTENDING  
OUR PRESENTATION!

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