

- FOCUS:** Success at interview – in government jobs
- TARGET:** Government staff and external applicants
- INCLUDES:** Essential information about Capability Frameworks
- ALIGNMENT:** Capabilities 4 & 5, Capability & Leadership Framework (QPS) & Clusters 4 & 5, Integrated Leadership System (APS)

CONTENT

- Understand the whole selection process
- Anticipate questions and plan responses
- Learn techniques to handle whatever the panel throws at you
- Use Capability Frameworks (eg Qld Govt CLF and Aust Govt ILS)
- Present with confidence and manage nerves
- Prepare a memorable closing statement
- Sell yourself to a selection panel

LEARN FROM

- Highly skilled and experienced facilitators
- Our experience with more than 5000 public sector selection panels since 1996
- Up-to-date knowledge of both Queensland and Australian Government recruitment.

OUR APPROACH

- Personalised attention
- Opportunities to practice skills
- Constructive feedback
- High quality resource material
- Supportive environment

OUR TRAINING TEAM

Angela Bryan, Jane Woodland, Ann Mills and Maria O’Leary all have a wealth of government recruitment experience together with outstanding facilitation and coaching skills. They share a passion for supporting job applicants to perform at their best in the selection process and freely share their experience, enthusiasm and encouragement.

PROGRAM DETAILS

- Location:** Brisbane
- Dates:** Wednesday 14th March 2012
Thursday 19th July 2012
- Format:** 1 day workshop
- Fees:** \$440.00 incl. GST

Early Bird and Group discounts available.

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training@meritsolutions.com.au

For more information, ring 3220-1166 or visit www.meritsolutions.com.au

Short sessions are available for Queensland Government employees adapting to the new Capability & Leadership Framework

FEEDBACK

*“Interview scenarios—great!
These are the skills we will take away.
This is what I will remember from today”*

*“Facilitation was great. Communication
within the group was really well done”*

*“Interview tools and techniques i.e.
body language, non-verbal
communication. Being aware of what I
do well and where I can improve”*

*“Great help from both of you. Great
feedback and suggestions for
improvement. Thank you!”*