Selection and Development

Academic Year: (2021 / 2022) **Review date: 31-05-2021**

Department assigned to the subject: Business Administration Department

Coordinating teacher: STIRPE , LUIGI

Type: Compulsory ECTS Credits : 3.0

Year : 1 Semester :

REQUIREMENTS (SUBJECTS THAT ARE ASSUMED TO BE KNOWN)

In order to make the most of this subject, students are expected to have completed the following courses:

- Managing and leading people
- Organizational Behavior
- Comparative HR
- Strategic Management

OBJECTIVES

After taking this course, students should be able to:

- Describe the components of a successful recruitment strategy
- Identify multiple sources for recruiting employees and discuss their advantages and disadvantages
- Prepare a recruitment advertisement
- Discuss the role recruiters play in the recruitment process
- Explain several ways to evaluate recruitment success
- Explain the importance of employee selection for firms
- Discuss the importance of employee fit
- Identify the standards managers must adhere to for an employee selection process to be effective
- Understand how to carry out employee selection
- Understand how to make final employee selection decisions
- Explain the purpose of employee development
- Understand commonly used employee development methods

DESCRIPTION OF CONTENTS: PROGRAMME

The course is focused on the following issues:

- Purpose of recruitment and the stages of a recruitment process
- Internal and external recruitment methods and sources
- The effect of organizational demands on recruitment
- Employee selection and organizational performance
- Person-job fit and person-organization fit
- Reliable, valid and unbiased selection tools
- Errors in employee selection
- Assessment of training and development needs
- Desing of effctive training programmes
- Management of employee careers

LEARNING ACTIVITIES AND METHODOLOGY

The following learning activities and methodologies are used:

- Case studies and class discussions
- Class presentations
- Role plays
- Team assignments

ASSESSMENT SYSTEM

Assessment will be based on a combination of individual and group work. Students will also take a final exam.

Extraordinary call: Final Exam (100%)

% end-of-term-examination:	60
% of continuous assessment (assigments, laboratory, practicals…):	40

BASIC BIBLIOGRAPHY

- Herbert G Heneman III & Timothy A Judge Staffing Organizations, Mcgraw-Hill/Irwin, 2012