

2016 Winter/Spring Workshop Series

Date/Time	Title	Details	Location	Presenters
Wednesday, February 10, 2016 2:00pm-3:00pm	Mission Impossible: How to Keep Your Company Union Free	<ul style="list-style-type: none"> • What makes a company vulnerable to a union campaign? • NLRB "quickie election" procedure • How to prepare your managers to be alert for possible union organizing attempts by employees • Unfair Labor Practices even non-union employer's should be aware of 	Webinar	Mark Portnoy, President, Portnoy, Messenger, Pearl, & Associates, Inc.
Wednesday, March 16, 2016 8:30am-10:30am	Job Seeker or Applicant? The Critical Difference for Federal Contractors	<ul style="list-style-type: none"> • Understanding when a job seeker becomes an applicant • Why it's important to control the numbers • Best practices to defend the non-selection of applicants • Job Descriptions and the new OFCCP audit letter requirements 	6800 Jericho Turnpike Lobby Conference Room Syosset, NY 11791	Grace Conti, AAP Compliance Specialist Maureen Bradley, AAP Compliance Specialist
Wednesday, April 6, 2016 8:30am-10:30am	Re-Thinking Recruiting: Best Practices and Trends in 2016	<ul style="list-style-type: none"> • How to be recognized as an employer of choice • How to build a talent pipeline of qualified candidates • Changes in recruitment strategies for 2016 and forward • What role social media should play in recruitment efforts 	6800 Jericho Turnpike Lobby Conference Room Syosset, NY 11791	Mary Simmons, Director HR Consulting
Wednesday, May 11, 2016 8:30am-10:30am	You're Hired! How to Interview and Retain the Right People	<ul style="list-style-type: none"> • Learn how to get away from the applicant's typical "scripted" responses to your questions. • Become versed on how to design targeted interview questions. • Understand how to evaluate the applicant's responses and predict future workplace behaviors. 	6800 Jericho Turnpike Lobby Conference Room Syosset, NY 11791	Barbara DeMatteo, Director, HR Consulting
Wednesday, June 8, 2016 8:30am-10:30am	You're Fired! How to Minimize Risk and Avoid Litigation	<ul style="list-style-type: none"> • The purpose and benefits of progressive discipline • How to ensure consistency with company policies • Pitfalls of incomplete or dishonest employee performance reviews 	6800 Jericho Turnpike Lobby Conference Room Syosset, NY 11791	Rita Distefano, Director, HR Consulting Brian Shenker, Employment Law Attorney

All workshops provide 1.5 HRCI and 1.5 PDC credits. Continental breakfast served.

For registration visit: <http://www.pmphr.com/Workshops.html>

Portnoy, Messenger, Pearl & Associates, Inc.

Ph: 516.921.3400 • www.pmphr.com

Updated: January 2016