

AI-Assisted Recruitment Decisions and Governance Course

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Overview

AI-Assisted Recruitment Decisions and Governance Course is a one-week foundation course for HR managers, talent-acquisition teams, workforce-planning professionals, recruitment operations teams, and people-governance teams, who leave with an AI-Assisted Recruitment Decision and Governance Plan. Participants map workforce demand, define job evidence, assess sourcing and screening support, structure selection, set human review, test fairness and accessibility, govern vendors, and monitor hiring outcomes. Agile Leaders Training Center provides training in AI-assisted recruitment decisions and governance.

Who Should Attend

- Workforce-planning teams responsible for demand and capability evidence
- Talent-acquisition teams responsible for sourcing and candidate pipelines
- Recruitment operations teams responsible for workflow and communication
- Hiring teams responsible for structured assessment and selection evidence
- People-governance teams responsible for fairness, privacy, and oversight
- HR managers responsible for vendors, adoption, and hiring outcomes

The course assumes participants contribute to workforce planning, recruitment, selection, HR operations, or people-governance decisions and leaves out coding, model development, employment-law advice, and vendor-product administration.

Departments and Industries

The course supports governed AI-assisted recruitment across employment settings.

- Human resources and talent-acquisition functions
- Workforce planning and organizational-development teams
- Recruitment operations and shared-service centers
- Professional services, technology, and financial-service organizations
- Healthcare, education, and public-service employers
- Manufacturing, retail, logistics, and hospitality employers

Learning Objectives

By the end of this course, participants will be able to:

- Analyze workforce demand, jobs, and skills evidence
- Evaluate sourcing and screening support inputs
- Design structured selection and human review
- Apply fairness, accessibility, privacy, and vendor controls
- Build recruitment adoption and outcome measures
- Create a recruitment decision and governance plan

Course Agenda

Day 1: Workforce and Job Evidence

- Workforce Demand and Vacancy Evidence Map
- Job Outcome and Essential Criteria Canvas
- Skills, Experience, and Capability Taxonomy
- Recruitment Decision and Accountability Workflow
- AI Recruitment Use-Case Framing Template

Day 2: Sourcing and Screening Support

- Candidate Source and Pipeline Evidence Inventory
- Job Advertisement Language Review Checklist
- Application Data Relevance and Provenance Sheet
- Screening Criteria and Evidence Traceability Matrix
- Human Review, Exception, and Challenge Decision Table

Day 3: Structured Selection and Experience

- Structured Interview and Assessment Blueprint
- Candidate Communication and Consent Journey Map
- Accessibility and Reasonable Adjustment Checklist
- Selection Evidence Consolidation Scorecard
- Hiring Recommendation and Decision Record

Day 4: Governance and Outcome Controls

- NIST AI RMF Recruitment Risk Canvas
- Fairness and Adverse Outcome Review Sheet
- Privacy, Retention, and Access Control Register
- Recruitment Technology Vendor Due-Diligence Checklist
- Hiring Quality and Recruitment Outcome Dashboard

Day 5: Recruitment Governance Practice

- Suggested Exercise: Map Workforce and Job Evidence
- Suggested Exercise: Test Screening Criteria and Traceability
- Suggested Exercise: Design Structured Selection and Human Review
- Suggested Exercise: Define Fairness and Vendor Controls
- Capstone Exercise: AI-Assisted Recruitment Decision and Governance Plan

Practical Exercises

The course uses suggested activities that turn workforce and candidate evidence into governed recruitment decisions.

- Suggested activity: map demand, job outcomes, essential criteria, skills, decision roles, and candidate use cases
- Suggested activity: review sourcing, job language, application data, screening criteria, traceability, and exceptions
- Suggested activity: design structured assessment, communication, accessibility, evidence consolidation, and decision records
- Suggested activity: test fairness, define privacy and vendor controls, set measures, and build the plan

FAQs

Who suits AI recruitment decisions and governance training?

AI recruitment decisions and governance training suits workforce planning, talent acquisition, recruitment operations, hiring, people-governance, and HR management teams. It assumes recruitment decision experience and requires no AI programming.

How does AI-assisted recruitment differ from general HR AI training?

AI-assisted recruitment focuses on workforce demand, job criteria, sourcing, screening, structured selection, candidate experience, fairness, human review, vendors, and hiring outcomes. General HR AI covers wider workforce functions such as learning, engagement, performance, retention, and service delivery.

How should teams govern AI-assisted candidate screening?

Teams should use job-related criteria, documented data sources, evidence traceability, accessibility, fairness testing, human review, exception handling, candidate challenge routes, vendor evidence, monitoring, and recorded decisions.

What evidence supports responsible AI-assisted hiring decisions?

Responsible decisions use workforce need, essential job criteria, relevant application evidence, structured assessments, documented human judgment, accessibility actions, fairness results, privacy controls, vendor records, and hiring outcomes.

What belongs in an AI-Assisted Recruitment Decision and Governance Plan?

The plan includes demand, job criteria, skills, use cases, data sources, screening rules, selection design, human review, accessibility, fairness, privacy, vendors, owners, measures, monitoring, and challenge routes.

Conclusion

Participants take back an AI-Assisted Recruitment Decision and Governance Plan connecting workforce evidence, candidate processes, structured selection, human oversight, controls, and outcomes. The plan makes criteria, traceability, accessibility, fairness, vendor responsibility, ownership, and monitoring visible across hiring teams. It supports repeatable recruitment decisions while retaining accountable human judgment.

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