BOOST
THE LEADING TRAINING PROVIDER

HR Strategy and Training

Certified Staffing Professional (CSP)

Course Introduction

In today's competitive talent landscape, organizations succeed or fail based on their ability to attract, acquire, and retain top talent. Staffing professionals play a crucial role in shaping workforce strategies, driving organizational agility, and building sustainable talent pipelines.

The **Certified Staffing Professional (CSP)** program by **BOOST** is an advanced, practice-oriented training course that equips participants with cutting-edge skills in staffing strategy, workforce planning, candidate sourcing, talent assessment, client management, and regulatory compliance.

Designed for staffing professionals, recruiters, HR practitioners, and talent acquisition leaders, this program provides a deep understanding of how to align staffing practices with organizational strategy, deliver exceptional candidate and client experiences, and manage ethical, compliant hiring processes.

Participants will emerge with the ability to drive staffing success at both tactical and strategic levels.

Target Audience

- Staffing and recruiting professionals seeking to deepen their strategic capabilities.
- HR specialists, talent acquisition professionals, and sourcing specialists.
- Professionals responsible for building, scaling, and managing staffing operations.

Learning Objectives

- Master modern staffing and recruiting strategies aligned with business goals.
- Build robust, agile talent pipelines to meet current and future workforce demands.
- Enhance candidate sourcing, assessment, and engagement methodologies.
- Navigate employment laws, ethical recruiting standards, and staffing compliance issues.
- Develop consultative skills to partner effectively with hiring managers and clients.

• Measure staffing effectiveness and optimize processes for quality, speed, and cost.

Course Outline

• **DAY 01**

Strategic Foundations of Staffing and Talent Acquisition

- The evolution of staffing: From administrative function to strategic business driver.
- Understanding staffing within the broader talent management ecosystem.
- Workforce planning and forecasting to align staffing with business needs.
- Employer branding and candidate experience strategies.
- **Staffing metrics that matter:** Time to hire, cost per hire, quality of hire, and beyond.

• **Day 02**

Advanced Sourcing and Candidate Acquisition Techniques

- Strategic sourcing channels: job boards, social media, professional networks, referrals.
- Talent mapping and proactive sourcing for hard-to-fill roles.
- Building diversity, equity, and inclusion (DEI) into sourcing strategies.
- Passive candidate engagement and recruitment marketing fundamentals.
- Screening methods: Pre-screening questionnaires, behavioural assessments, technical evaluations.

• **Day 03**

Talent Assessment, Selection, and Onboarding Excellence

- Designing and implementing structured interviewing frameworks.
- Behavioural and competency-based interviewing techniques.
- Legal and ethical considerations in candidate assessment.
- Best practices in reference checks, background screening, and offer management.
- Aligning onboarding processes to accelerate new hire productivity and retention.

• **Day 04**

Internal Stakeholder Collaboration and Workforce Alignment

- Building effective partnerships with department heads and business leaders.

- Aligning staffing strategies with workforce plans and organizational priorities.

- Facilitating intake meetings to clarify job roles, success profiles, and hiring needs.

- Advising internal stakeholders on talent availability, labour market insights, and hiring timelines.

- Strengthening communication and coordination across HR, L&D, and business units to ensure consistent candidate experience.

• **Day 05**

Staffing Compliance, Continuous Improvement, and Future Trends

- Navigating employment law essentials: non-discrimination, data privacy, contracts.

- Ethical staffing practices and maintaining recruiter integrity.

- Measuring staffing effectiveness: dashboards, reports, and analytics.

- Leveraging technology: ATS (Applicant Tracking Systems), AI tools, and CRM platforms.

- Preparing for the future of staffing: remote work, gig economy, and AI-driven sourcing.

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
Sept. 22, 2025	Sept. 26, 2025	5 days	4250.00 $	UAE - Dubai
Nov. 10, 2025	Nov. 14, 2025	5 days	4250.00 $	UAE - Dubai
May 19, 2025	May 23, 2025	5 days	4250.00 $	UAE - Dubai