



## Facilitated Foundation Training

Next Level Exchange (NLE) is proud to offer the Facilitated Foundation Training (FFT) program. FFT is an immersive 360 search training program that is Trainer-led via 14 live webinars during a set five-week curriculum. This frees up your time while training your new or experienced recruiters, such as those who need a refresher or lack formal training on search fundamentals. Students vary from new and experienced search consultants focusing on the candidate side or business development and full 360 search consultants.

FFT equips your recruiters with the skills, tools, and vernacular essential for a career in professional search. The quantity and depth of topics covered are also ideal for experienced search professionals who want to reaffirm existing skills or become proficient in deficient areas of knowledge.

We deliver FFT in a participative distance-based classroom setting, which includes 17 hours of live Trainer led course facilitation. The 14 live recap sessions expand and reinforce 60 chapters of 20 modules in the Foundation Training Program located on [www.nextlevelexchange.com](http://www.nextlevelexchange.com). The course includes 22 hours of professionally produced videos, participant training workbook, scripting exercises, quizzes and collaborative discussion questions. Additionally, participants learn through live module recaps, group discussion, scripting and roleplaying.

### The next class series will launch on the following Tuesdays:

May 3, May 24, June 14, July 12, Aug 2, Aug 23, Sept 13, Oct 4, Oct 25, Nov 8 and Dec 6

### Program Details and Benefits

**Live training without the travel:** FFT is 100% distance-based, saving time and money for unnecessary travel. Trainers are live on camera via GoToTraining (GTT), coaching each student throughout the process. We encourage students to join with their webcams as well. All webinar sessions are recorded and available for viewing up to two weeks after course completion.

**What is the time commitment?** During the five-week program, students independently view 22 hours of foundation training videos on [www.nextlevelexchange.com](http://www.nextlevelexchange.com) and attend 14 live webinars totaling 17 hours of live classroom training. Owners who wish their students to take advantage of assigned scripting exercises should allow their students additional time each week to complete and turn into Owner for review. Owners opting for coaching calls should plan on two or four 15 minute calls with the Trainer to discuss their student.

**Multiple learning methods:** Tenured NLE Trainers strengthen the learning process through live module recaps via GoToTraining (GTT) webinars. This includes roleplaying, scripting exercises, facilitating group discussion and participation, and performance management (PAR/ KPIs/ metrics) while teaching and reinforcing the principles of professional search.

**Participants:** FFT is full 360 professional search training. Students vary from recruiters without search experience to experienced search consultants with two decades plus in our industry. FFT comprises students focusing on the candidate side, full 360 search consultants, business development professionals, recruiting trainers, and search firm owners.

**Webinar length:** The live webinar sessions are 60 or up to 90 minutes; fourteen live webinars in total.

**Who teaches FFT?** Stacy Napoles and Christine Geiger lead FFT. You will also see Erin Bent teaching a class or two. These Senior Directors of Training and Development have over 60 years of combined search industry experience.

## Five-Week Format and Session Content

<u>Week 1</u>	<u>Module</u>	<u>Industry overview, planning and candidate recruitment</u>
Session 1	1	Search Industry Overview and Search Process Overview
Session 2	4 & 9	Executing the Call plus Approaches to Recruiting
Session 3	2	Planning and Executing
Session 4	10	Responding to Recruiting Resistance
Session 5	12	Solid Candidate Data Sheets
<u>Week 2</u>		<u>Candidate matching, presenting, prepping &amp; debriefing plus intro to KPIs</u>
Session 6	11	Extending the Call plus Recruiting Objections & Rebuttals Roleplay
Session 7	13	Matching & Presenting Candidates plus Intro to Performance Management (KPIs)
Session 8	14 & 15	Candidate & Client Interview Prep plus Candidate & Client Debrief
<u>Week 3</u>		<u>Process management; pre-closing, qualifying, offer extension, acceptance, transition &amp; resignation</u>
Session 9	16	Pre-Closing & Qualifying
Session 10	18	Offer, Acceptance, Resignation & Transition; PAR (KPIs) due
<u>Week 4</u>		<u>Marketing/ Business Development; marketing resistance &amp; search assignments</u>
Session 11	3 & 5	Approaches to Marketing plus Marketing Resistance
Session 12	6	Solid Search Assignments, Marketing Objections & Rebuttals Roleplay; PAR due
<u>Week 5</u>		<u>Service charges &amp; resistance, contractual elements, top tips plus critical scenarios</u>
Session 13	7 & 8	Service Charges & Service Charge Resistance plus Critical Contractual Elements
Session 14	19	Top Tips for Success & Critical Scenarios discussion; PAR due

## Investment Options

<b>\$800/ student NLE Premium Member</b>	Course facilitation and training materials (does not include extracurricular coaching). Certificate of course completion and access to all 14 live webinar recordings during training and for two weeks after course completion.
<b>\$1198/ student Non-NLE Premium Member</b>	Course facilitation, training materials and full student access to NLE for five weeks while participating in FFT (does not include extracurricular coaching). Certificate of course completion and access to all 14 live webinar recordings during training and for two weeks after course completion.
<b>\$150/ student</b>	Two 15 minute coaching calls with FFT program Trainer and Owner/ Team Lead regarding student.
<b>\$300/ student</b>	Four 15 minute coaching calls with FFT program Trainer and Owner/ Team Lead regarding student.

## For More Information Contact

**Christine Geiger**  
Senior Director of Training & Development  
Email: [christine@nextlevelexchange.com](mailto:christine@nextlevelexchange.com)  
Direct: 972-265-5249

**Stacy Napoles**  
Director of Training & Development  
Email: [stacy@nextlevelexchange.com](mailto:stacy@nextlevelexchange.com)  
Direct: 972-265-5380