



## **CODESP NEWS May 2016**

Please see the information below regarding the following CODESP topics:

- Board of Director's Election
- Annual Customer Survey
- Interview Builder Updates
- CATS Updates
- New/Edited Test Materials
- Intent to continue with CODESP for 2016-2017
- Upcoming CODESP Webinar
- HR Management/Analyst Job Opportunities (from CODESP customers)

### **BOARD OF DIRECTOR'S ELECTION - EDUCATION CUSTOMERS ONLY**

The CODESP Board of Director's election is open for voting at this time. If you did not receive a ballot contact [codesp@codesp.com](mailto:codesp@codesp.com).

### **ANNUAL CUSTOMER SURVEY - ALL CUSTOMERS**

It's time for our annual customer satisfaction survey! Your comments are very important to us. Please choose the ONE individual who is the most familiar with CODESP products and services – only one survey response may be submitted per agency.

Survey link: <https://www.surveymonkey.com/r/7DZRPQ2>

Please submit your response by COB, Tuesday, May 3, 2016.

### **INTERVIEW BUILDER UPDATES**

We are VERY EXCITED to announce our newest **Interview Builder** edit. Customers will now be notified to select a Job Family when entering a New Question using the Professional/Technical Expertise Competency. Previously, if

no Job Family was selected, the Interview Question would not appear in the Interview Builder.

Don't forget to review the **Tutorial** and the **Job Locator** (updated frequently). If you can't find what you need, contact us or submit a request.

### **CATS UPDATES**

We are also VERY EXCITED to announce our newest Create a Test feature. Customers will now be able to sort packets of multiple choice items by Packet Name or Packet Received Date. There will also be a Search Tool to easily search for a packet of multiple choice items. This new feature will be available beginning the evening of Friday, April 22nd.

### **NEW / EDITED TEST MATERIALS**

CODESP staff continues to add and edit multiple-choice test questions and figures. We also have added new job families. To receive the newest test items submit a **CATS Request Form**. To receive edits only, regenerate your tests from your Test Library by clicking on the desired packet and walking through the test generation process. Let us know if you need assistance. Some subject areas require frequent updates. Do NOT use outdated test materials.

### **INTENTS**

An **Intent to Continue** services with CODESP is available under **Join CODESP**. If we have not received an Intent to Continue from your agency, please copy the information from the Intent into an email and send it to [codesp@codesp.com](mailto:codesp@codesp.com) as soon as possible to let us know if you will be continuing with us.

### **TRAINING**

WRIPAC Job Analysis Training - 5/12/2016 - City of Oroville City Hall

WRIPAC Meeting and Training - 6/8/2016 - Grand Hotel - Downtown Las Vegas

IPAC Conference - 7/31/2016 - Holiday Inn - Capitol Plaza - Sacramento

*Training opportunities are posted on our website.*



**MAY 17, 2016**

**10:00 - 11:15 AM**

*Pacific Time*

## **ONBOARDING LEADERS FOR SUCCESS**

What could be more vital to an organization's long-term success than the cultivation of its future leaders? With baby boomers retiring and the generation gap widening, it is more important than ever that organizations prepare themselves for the imminent talent void. In order to bridge this talent gap, it is imperative that HR implement a fundamental strategy to find, select, and prepare skilled leaders.

Research shows that an alarming number of newly minted leaders fail, ill prepared to do the jobs for which they informally had been groomed. This shortfall could be attributed to the lack of an intentional, structured approach to assimilate new leaders for purposes of leadership effectiveness and longevity.

As a continuation of the April webinar on Onboarding, this presentation will delve deeper into the importance of leadership development and leadership onboarding practices at both the organizational and individual level. The intent will be to help organizations facilitate a smoother integration experience resulting in highly productive and engaged new leaders.

## **Webinar**

**Presented by:**

**Erin Loftus**

**&**

**Paul Deines,**

**CODESP Selection**

**Analysts**

**Register at:**

**[www.codesp.com](http://www.codesp.com)**

**Open to**

**CODESP customers**

**& CSPCA members**

**Questions?**

**[codesphr@codesp.com](mailto:codesphr@codesp.com)**

**714-374-8644**

**Co-Sponsored  
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## HR JOBS AVAILABLE

### HUMAN RESOURCE MGT/ANALYST JOB OPPORTUNITIES

|  |            |                        |   |
|--|------------|------------------------|---|
| Senior Human Resources Analyst                 | Continuous | City of Pasadena       | Limited Term -<br>\$81,768.76 -<br>\$102,210.99 |
|  |            | LA County              |   |
| Personnel Director                             | 5/13/2016  | Hacienda La Puente USD | \$112,846 - \$126,739                           |
|  |            | LA County              |   |
| Director III - Human Resources<br>(Classified) | 5/2/2016   | Santa Clara COE        | \$120,080 - \$153,254                           |
|  |            | Santa Clara County     |   |