

Continuous Employee Development and Empowerment Training

Description

Introduction

Accu Learn Training in this course will introduce participants to the important areas of Continuous Employee Development and Empowerment. Continuous Employee Development utilises a wide variety of methods, including individual career planning, classroom training; distance learning; mentoring; coaching; talent management and participation in learning seminars.

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Continuous Employee Development and Empowerment is a management practice of sharing information, rewards, and power with employees so that they can take initiative and make decisions to solve problems and improve service and performance.

This course will feature:

- Understand the importance of empowerment
- What is meant by the terms ‘coaching’, ‘training’, ‘learning’ & ’mentoring’ and how they differ
- Learn practical motivational workplace coaching techniques
- Practical skills for career development
- Develop a continuous development culture

Objectives

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

- Examine a variety of techniques and methodologies for continuous employee development
- Understand the concepts of empowerment
- Discuss the case for empowerment in your organisation
- Utilise motivational coaching techniques
- Develop practical mentoring skills

The Content

Day One

The Learning Organisation and Individual Learning Strategies

- What is learning?
- Creating a learning organisation
- Learning Strategies for Creating a Continuous Learning Environment
- Individual Development Plans
- The importance of learning styles
- Individual SWOT plans – practical exercise

Day Two

Employee Empowerment

- Principles of employee empowerment
- Benefits of employee empowerment
- Empowering employees with transformational leadership
- Cultural influences and constraints on empowerment
- Communication systems to promote empowerment
- Empowerment case study

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Day Three

Coaching for Development

- Coaching as a development tool
- Distinguishing between coaching and other interventions
- Key Coaching Skills
- The Coaching Cycle
- Skills for Motivational Coaching
- Plan and run a coaching session

Day Four

Mentoring Programmes and Talent Management

- Ground rules for a mentoring relationship
- Most commonly used techniques among mentors
- Mentoring relationships: formal and informal
- Introduction to talent management
- Talent management systems
- Differentiating succession management & talent management

Day Five

Putting it All Together

- Develop a continuous development culture

- Identifying the ‘disempowered’ workforce
- Arguing the case for empowerment in your organisation
- Becoming a learning organisation
- Personal action planning

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