

Strategic Human Resources Management Training

Description

Introduction

Human Resources managers and senior professionals in the function who seek to broaden their knowledge and improve their skills in the key functions of HR as well as those who are responsible for evaluating HR and its effectiveness in the organization. The program is also suitable for those employees who are targeted for development/promotion within the HR function.

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Objectives

- List the main cycles in Human Resources (HR) and the critical steps in each.
- Define strategic HR management and draft an HR strategy.
- Explain the vital KPIs which should be constantly monitored in Human Resources.
- Quantify employee morale and determine a formula for calculating it objectively.
- Differentiate between types of turnover and determine how each should be calculated.
- List the main types of performance management and appraisal rating systems and how and when to use each.

Content

Day One

The Main Cycles in Human Resources (HR) Management

- HR Strategy Cycle
- Recruitment and Selection Cycle
- Training and Development Cycle
- Performance Management Cycle
- Compensation and Benefits Cycle

Day Two

Strategic HR Management

- Situation Analysis
    - SWOT
    - PEST
    - PEDSTL
- HR Visions and Missions
- HR Strategic Goals
- Critical Success Factors in HR
- Key Result Areas and Key Performance Indicators
- Core Competencies and Core Values

Day Three

Measuring Human Resources

- Measuring HR Strategies: The Main KPIs
- Human Resources versus Human Capital
- Return on Human Capital (ROHC) and Cost of Labor (COL)
- Human Value Added (HVA) and Profit Per Employee (PPE)
- Employee Morale and Employee Satisfaction Indices
- HR Scorecards and Dashboards
- The Balanced Scorecard

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Day Four

Employee Turnover

- Turnover versus Attrition (Gross and Net Turnover)
    - Voluntary versus Non Voluntary Separation
- Analyzing Turnover: Interpreting the Data
- Healthy versus Unhealthy Turnover
- Turnover Index

Day Five

Managing Employee Performance

- Tangible versus Intangible Appraisal Systems
- Samples of Best (and Not So) Practices
- Behavioral Rating
- Management by Objectives (MBO) Systems
- Competency-Based Appraisals
- 180Â° and 360Â° Systems
- Forced Ranking and the Bell Curve: Advantages and Warnings
- Keys to Success and Failures of Performance Management Systems