

€ TRAINING

Advanced Human Resource Management





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Introduction:

This training program is designed to provide participants with in-depth knowledge and advanced skills required to effectively manage human resources in modern organizations. It empowers them to handle complex HR challenges and drive organizational success through effective people management.

Program Objectives:

At the end of this program, participants will be able to:

- Understand advanced principles of human resource management.
- Develop strategic HR management skills.
- Ensure legal compliance in HR practices.
- Implement effective talent acquisition and retention strategies.
- Foster a positive organizational culture and employee engagement.
- Utilize HR analytics for informed decision-making.
- Develop leadership and change management capabilities.
- Manage employee performance and development.
- Address workplace diversity and inclusion.
- Implement effective HR policies and practices.

Targeted Audience:

- HR Managers and Directors.
- Senior HR Professionals.
- Talent Acquisition Specialists.
- Organizational Development Managers.
- Business Executives involved in HR decision-making.

Program Outline:

Unit 1:

Advanced Principles of Human Resource Management:

- Overview of advanced HR management principles.
- Strategic role of HR in modern organizations.
- Aligning HR strategy with organizational goals.
- Best practices in HR management.
- Case studies illustrating advanced HR management.

Unit 2:

Strategic HR Management:

- Developing and implementing HR strategies.
- Workforce planning and talent management.
- Succession planning and leadership development.
- HR's role in organizational development.
- Case studies on strategic HR management.

Unit 3:

Legal Compliance in HR:

- Overview of key employment laws and regulations.
- Ensuring compliance with labor laws.
- Managing employee relations and grievances.
- Conducting workplace investigations.
- Case studies on legal compliance in HR.

Unit 4:

Talent Acquisition and Retention:

- Advanced recruitment and selection techniques.
- Employer branding and talent attraction.

- Retention strategies and employee engagement.
- Onboarding and orientation programs.
- Case studies on successful talent acquisition and retention.

Unit 5:

Organizational Culture and Employee Engagement:

- Building and sustaining a positive organizational culture.
- Strategies for enhancing employee engagement.
- Measuring and improving employee satisfaction.
- Recognizing and rewarding employee performance.
- Case studies on fostering organizational culture and engagement.

Unit 6:

HR Analytics and Decision-Making:

- Introduction to HR analytics and metrics.
- Using data for informed HR decision-making.
- Predictive analytics in talent management.
- Measuring HR effectiveness and ROI.
- Case studies on the application of HR analytics.

Unit 7:

Leadership and Change Management:

- Developing leadership capabilities in HR.
- Leading organizational change and transformation.
- Change management frameworks and models.
- Overcoming resistance to change.
- Case studies on effective change management.

Unit 8:

Performance Management and Employee Development:

- Designing effective performance management systems.
- Conducting performance appraisals and feedback.
- Employee development and career planning.
- Managing underperformance and disciplinary actions.
- Case studies on performance management.

Unit 9:

Diversity and Inclusion in the Workplace:

- Importance of workplace diversity and inclusion.
- Strategies for promoting diversity and inclusion.
- Addressing unconscious bias and discrimination.
- Creating inclusive workplace policies and practices.
- Case studies on successful diversity initiatives.

Unit 10:

Effective HR Policies and Practices:

- Developing and implementing HR policies.
- Best practices in HR documentation and record-keeping.
- Handling HR audits and assessments.
- Continuous improvement in HR practices.
- Case studies on effective HR policy implementation.