

€ TRAINING

Managing the Training Function Via HR





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Introduction:

This training program delves into strategies for effectively managing the training function through Human Resources, ensuring alignment with organizational objectives. It empowers participants to develop and oversee impactful training programs that enhance employee performance and support business goals.

Program Objectives:

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

- Understand the role of HR in managing the training function.
- Align training initiatives with organizational goals and strategies.
- Develop, implement, and monitor effective training programs.
- Measure the impact of training on employee performance.
- Foster a culture of continuous learning within the organization.

Targeted Audience:

- HR Managers.
- Training and Development Professionals.
- Learning and Development Consultants.
- Organizational Development Specialists.
- Business Leaders responsible for HR functions.

Program Outline:

Unit 1:

The Role of HR in Training Management:

- Overview of HR's role in managing the training function.
- Integrating training with HR strategies and organizational goals.
- Collaborating with departments to identify training needs.

- HR's role in training policy development and implementation.
- Case studies on successful HR-led training initiatives.

Unit 2:

Designing and Developing Training Programs:

- Identifying training needs and setting objectives.
- Designing training programs to meet business and employee needs.
- Choosing appropriate training methods and tools.
- Budgeting and resource allocation for training programs.
- Examples of effective training program design.

Unit 3:

Implementing and Managing Training Programs:

- Best practices for rolling out training programs.
- Ensuring engagement and participation from employees.
- Managing training logistics and resources.
- Addressing challenges during program implementation.
- Monitoring training effectiveness in real-time.

Unit 4:

Evaluating Training Effectiveness:

- Techniques for measuring training success.
- Key performance indicators KPIs for training programs.
- Evaluating the ROI of training initiatives.
- Using feedback to improve future training efforts.
- Reporting training outcomes to leadership.

Unit 5:



Building a Culture of Continuous Learning:

- Encouraging continuous professional development.
- Creating learning opportunities beyond formal training.
- Leveraging technology for ongoing learning.
- Integrating training into everyday work processes.
- Strategies for sustaining a learning-focused culture.