

# HRM Skills for Today's Leaders and Professionals



## Introduction

In today's challenging and competitive global market, employee engagement is paramount, as is retaining talent within the organisation. Therefore anybody with a responsibility for managing staff requires an understanding of HR Management best practice in order get the best out of their team, avoiding pitfalls along the way. This programme provides the essential practical knowledge and tools to enable leaders to skilfully tackle HR Management issues themselves.

- Participants will develop the following competencies:
- Building good working relationships with others
- Lead, listen, challenge, communicate, be fair, respond to suggestions and deal with problems
- Help and support employees to take more responsibility
- Build highly effective and productive teams

## WHO SHOULD ATTEND?

- Team leaders, supervisors, junior, middle and senior management who need to gain a better understanding of the implications that People Management practices have on their day to day decisions
- HR professionals considering empowering line management
- All other professionals who have an interest in the subject

## PROGRAMME OBJECTIVES

This programme aims to enable participants to achieve the following objectives:

- Implement the critical areas of HR management
- Build a good working relationship with their staff
- Help and support their employees
- Drive up individual and team performance
- Motivate and inspire their team
- Build effective and productive teams
- Select the right person for the job
- Specify training and development needs
- Implement procedures that will retain talented people
- Assess and appraise performance
- Develop an action plan to improve performance

## TRAINING METHODOLOGY

There will be input from a highly experienced facilitator together with workshops and case studies to enhance learning. Discussions, case studies and group work will allow delegates to get fully involved and understand the practical implications of the learnings.

## PROGRAMME SUMMARY

This exciting new programme will allow participants to explore a complete overview of People Management best practices. This will enable delegates to lead their staff in a more effective way. A highly practical approach will also enable participants to focus on issues that impact most on themselves and their own organisations.