

HR strategies for Resource Empowerment

Program Outline



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Overview

This is a two day workshop on understanding the critical role of HR as a strategic function in today's highly competitive business environment and the significance of HR professionals in employee retention & empowerment. The Participants are exposed to strategies for effective workforce planning, recruitment, training & development, performance management and preparing metrics for quality work life which are the core competencies of HR.

Objective

- To Understand the Latest Trends in HR along verticals
- Retention of employees through effective HR policies
- To Comprehend the changing role of the HR Professionals
- Transforming process driven HR systems
- To Understand how human resource planning & organization's strategic plan work together.
- Importance of Effective System for Employee empowerment
- Enhance HR implementation in controlling attrition
- Build effective HR tools

Day 1

Introduction

Introduction/ice breakers/objectives/agenda
Trends Affecting HR
Importance of HR today & understand the role of HR professional

Career Planning Development

Forecasting needs/Succession Planning
Skills Inventories/Emotional Intelligence
Salary Survey

Recruitment Strategies

Importance of hiring right people
Screening Applications
Building Effective Interview Questions
Interviewing Skills & Schemes



Day 2

Training & Development

- Effective Employee orientation & induction
- Training Process Framework
- Need Analysis
- Budgeting & Planning
- Training Delivery
- ROI on Training

Performance Management

- Advantages of performance appraisals
- Effective Benchmarking & Objective Setting
- Selecting appropriate Performance Appraisal System
- Designing Appraisal Form
- WIN-WIN Appraisals
- Review & Follow-up
- Inputs for employee growth

Understanding Attrition

HR challenges in cross cultural organizations

HR Audit

Exit Interviews

Review

Personal Action plan