

HRODC Postgraduate Training Institute

A Postgraduate-Only Institution

147

**Current and Recurrent Issues in
Human Resource Management
Course or Seminar**

Leading To:

**DIPLOMA – POSTGRADUATE IN
Current and Recurrent Human
Resource Management Issues**

Accumulating to

POSTGRADUATE DIPLOMA

**Progressing To A Masters Degree –
*MBA – MSc - MA***

Course Coordinator:

Prof. Dr. R. B. Crawford – Director of HRODC Ltd. and Director of HRODC Postgraduate Training Institute, A Postgraduate-Only Institution. He has the following Qualifications and Affiliations:

- Doctor of Philosophy {(PhD) (University of London)};
- MEd. Management (University of Bath);
- Advanced Dip. Science Teacher Ed. (University of Bristol);
- Postgraduate Certificate in Information Systems (University of West London, formerly Thames Valley University);
- Diploma in Doctoral Research Supervision, (University of Wolverhampton);
- Teaching Certificate;
- Fellow of the Institute of Management Specialists;
- Human Resources Specialist, of the Institute of Management Specialists;
- Member of Academy of Management (MAoM), within the following Management Disciplines:
 - Human Resources;
 - Organization and Management Theory;
 - Organization Development and Change;
 - Research Methods;
 - Conflict Management;
 - Organizational Behavior;
 - Management Consulting;
 - Gender & Diversity in Organizations; and
 - Critical Management Studies.
- Member of the Asian Academy of Management (MAAM);
- Member of the International Society of Gesture Studies (MISGS);
- Member of the Standing Council for Organisational Symbolism (MSCOS);
- Life Member of Malaysian Institute of Human Resource Management (LMIHRM);
- Member of ResearchGate Community;
- Member of Convocation, University of London;
- Professor HRODC Postgraduate Training Institute.

Prof. Crawford was an Academic at:

- University of London (UK);

- London South Bank University (UK);
- University of Greenwich (UK); and
- University of Wolverhampton (UK).

For Whom This Course is Designed This Course is Designed For:

- Human Resource Professionals;
- Human Resource Managers;
- Human Resource Specialists who need to expand their knowledge and expertise in all aspects of human resources management;
- Executives;
- Directors;
- Managers who need current, specialized knowledge;
- Supervisors;
- Experienced managers who are new to the HR field;
- Other mid-level managers pursuing a career change or promotion;
- Business consultants;
- MBA students;
- Those considering entering the field of Human Resource Management Early- to midcareer professionals who need to manage the increasing complexity of interpersonal or organizational dynamics in their jobs;
- Entrepreneurs who want to learn about human resource management;
- Small business owners who do not have in-house professional Human Resource;
- Management expertise.

Duration: 5 Days

Cost: £5,000.00 Per Delegate

Please Note:

- V.A.T. (Government Tax) does not apply to Corporate Sponsored Individuals, taking Programmes or Courses in any location - within or outside the UK.
- It applies only to Individuals and Corporations based in the UK and to Non-UK Individual Residents taking courses in the UK.

Cost includes:

- Free Continuous snacks throughout the Event Days;

- Free Hot Lunch on Event Days;
- Free City Tour;
- Free Stationery;
- Free On-site Internet Access;
- Diploma – Postgraduate –in **Current and Recurrent Human Management Resource Issues**; or
- Certificate of Attendance and Participation – if unsuccessful on resit.

HRODC Postgraduate Training Institute's Complimentary Products include:

1. HRODC Postgraduate Training Institute's **Leather Conference Folder**;
2. HRODC Postgraduate Training Institute's **Leather Conference Ring Binder/ Writing Pad**;
3. HRODC Postgraduate Training Institute's **Key Ring/ Chain**;
4. HRODC Postgraduate Training Institute's **Leather Conference (Computer – Phone) Bag** – Black or Brown;
5. HRODC Postgraduate Training Institute's **8GB USB Flash Memory Drive**, with Course Material;
6. HRODC Postgraduate Training Institute's **Metal Pen**;
7. HRODC Postgraduate Training Institute's **Polo Shirt**.

****Please see product images, as a separate file - Complimentary Products For Students and Delegates, from HRODC Postgraduate Training Institute.****

Daily Schedule: 9:30 to 4:30 pm.

Location: **Central London and International Locations**

Current and Recurrent Issues in Human Resource Management Leading to Diploma-Postgraduate in Current and Recurrent Human Resource Management Issues

Course Objectives

By the conclusion of the specified learning and development activities, delegates will be able to:

- Demonstrate understanding of distinction between personnel management and human resource management;

- Indicate the significant aspects in development of human resource management and personnel management;
- Demonstrate an appreciation of importance of welfare in the development of personnel management and human resource management;
- Relate the part played by Cadburys Rowntree in the development of personnel management and human resource management;
- Manage the strategic role;
- Illustrate the difference between the Hard approach to HRM and Soft approach to HRM;
- Suggest the importance of human resource planning in organisation management;
- Illustrate the significance of effective human resource;
- Determine the links between corporate planning and human resource planning;
- Indicate how human resource planning can support business systems;
- Determine when there is a need to review an organization human resource plans;
- Determine the factors influencing human resource planning;
- Demonstrate their understanding of the importance of employee Resourcing in an organisational context;
- Demonstrate their understanding of the different employee resourcing strategy;
- Demonstrate their understanding of the benefits and drawbacks of individual employee Resourcing strategy;
- Draw a parallel between material and facilities Resourcing and people Resourcing, from the standpoint of organisational effectiveness;
- Defend the strategic importance of employee Resourcing;
- Link employee Resourcing with business and organisational development;
- Devise an effective employee Resourcing strategy;
- Demonstrate understanding of different type and levels of organisational flexibility, from an Industrial Relation or Employee Relations prospective;
- Suggest what Numerical Flexibility means;
- Indicate the benefits of functional flexibility of workers and managers;
- Indicate the relationship between Temporal Flexibility and Financial Flexibility;
- Decide what workers or managers are likely to gain from Geographical Flexibility;
- Demonstrate their understanding of an effective job design system;
- Relate the factors to be taken into account to ensure that job design tribute to organisational success;
- Illustrate the legal bases of job design;

- Distinguish between the different types of job design;
- Demonstrate an understanding of ergonomics in job design;
- Indicate the factors that contribute to fatigue and fatigue reduction;
- Create a match between individual capabilities and orientation, on the one hand, and job design features, on the other;
- Distinguish between the different types of job design;
- Relate job design factors to the law;
- Demonstrate an understanding of 'reasonable support';
- Illustrate the 'balance' that might be made between candidate immediate suitability and the possibility of Continuous Professional Development (CPD).

Course Contents, Concepts and Issues

Part 1: The Development of Human Resource Management Personnel and Human Resource Management

- A Distinction;
- The advent of welfare management;
- The role of Row tree in industrial welfare development;
- Welfare workers, recruitment and selection;
- The development of professional personnel and human resource management;
- Concerns of personnel management:
 - Recruitment and Selection;
 - Workers' Welfare and Benefits;
 - Industrial Relations;
 - Staff Appraisal;
 - Training.
- The strategic significance of human resource management;
- Concerns of human resource management:
 - Recruitment;
 - Selection;
 - Motivation;
 - Human Resource Planning;
 - Workforce Management Strategy;

- Flexible Working Strategy

- The rationale for human resource planning (HRP);
- The link between HRP and corporate planning;
- The investigation and forecasting processes-understanding contextual influences;
- Designing, implementing and reviewing the effectiveness of HRP;
- The role of employee resourcing in contributing to corporate strategies and goals;
- The role of internal and stakeholders in the employee resourcing process ;
- Managing the potentially conflicting concerns of stakeholders in employee resourcing;
- Dealing with stakeholders' values and expectations;
- Traditional approaches to employee resourcing;
- Emergent and contingency approaches to employee resourcing;
- The role of employee resourcing in business and subsystem strategy;
- The role of employee resourcing in the development of organisational strategy;
- Organisational strategy and employee resourcing strategy compatibility.

Part 2: Alternative Patterns of Work and the Increase in the Non-Standard Contracts

- The different forms of worker flexibility;
- Elements of Workforce Flexibility:
 - Numerical Flexibility;
 - Functional Flexibility;
 - Temporal Flexibility;
 - Financial Flexibility;
 - Geographical Flexibility.
- The concept of the 'flexible firm';
- The strategic use of flexible workers;
- Flexibility strategies for economic development;
- Effective job design;
- Difference approaches to job design;
 - Mechanistic job design;
 - Biological job design;
 - Perceptual job design;
 - Motivational job design.
- Linking job design with motivation theory;

- The recruitment process and the law;
- Job analysis as a basis for effective recruitment and selection;
- Job description;
- Personnel specification and the law ;
- Measuring the effectiveness of recruitment and selection: Validating recruitment and selection methods,;
- Recruitment Method reliability;
- Monitoring recruitment and selection Policy;
- Recruitment and selection and Continuous Professional Development (CPD).

Part 3: Managing Entry into the Organisation

- Induction Programmes: A Strategic View;
- Transmitting corporate values;
- Enhancing the Probationary Experience;
- Valuing and Exploiting Intellectual Capital: A Strategic Perspective;
- Intellectual Property Rights: Intellectual Property Law;
- Learning from Early Leavers;
- Using Exit Interviews/ Questionnaires.

Part 4: Career Management: Career Theory, Career Development, Management and Succession Planning

- Management succession charts;
- The psychological contract and the impact on employee retention.

Service Contract, incorporating Terms and Conditions

Click, or copy and paste the URL, below, into your Web Browser, to view our Service Contract, incorporating Terms and Conditions.

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The submission of our application form or otherwise registration by of the submission of a course booking form or e-mail booking request is an attestation of the candidate's subscription to our Policy Terms and Conditions, which are legally binding.

Prof. Dr. R. B. Crawford - Director HRODC Postgraduate Training Institute