



Strategic Human Resource
Management (SHRM) Training Course





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Introduction

This comprehensive course offers an in-depth understanding of strategic human resource management SHRM and its critical role in fostering organizational success. Participants will have the skills and knowledge to effectively manage human capital while aligning HR strategies with broader business objectives.

This strategic human resource management SHRM training program emphasizes the importance of SHRM certificates as a professional endorsement of HR proficiency. Through this course, individuals will have the opportunity to prepare themselves to become SHRM-certified professionals.

A pivotal component of this course is to delve into the rigorous SHRM training and development practices necessary for cultivating a versatile HR workforce capable of driving employee engagement and steering performance management.

We integrate the latest methodologies and tools advocated by the Society for Human Resource Management SHRM, thus fortifying the preparedness of participants to pursue the SHRM professional development course.

The training navigates through the nuances of SHRM performance management, focusing on aligning employee performance with strategic business goals. We explore performance appraisal systems, including 360-degree feedback, to enhance multicultural environment adaptability.

Understanding the dynamics of SHRM employee engagement is critical to fostering a productive workforce. This strategic human resource management SHRM course discusses strategies to boost engagement and ensure that HR initiatives are responsive to the organization's and its employees' needs.

Targeted Groups

- HR managers.
- HR supervisors.
- HR professionals.
- This strategic human resource management SHRM course is for employees and individuals who want to acquire excellent knowledge to enhance their profile and acquire SHRM certification.

Course Objectives

Upon successful completion of this strategic human resource management SHRM course, participants will be able to:

- Understand Strategic HRM approaches SHRM.
- Describe the role and functions of the Personnel/HR Department.
- Show awareness of employee resourcing, recruitment, and reward.
- Describe best practices in working with employees and assisting with employee problems.
- Understand performance management in a multicultural environment.
- State the benefits of HR Planning and HR ethics.
- Understand the history and development of modern HR practice.
- Improved confidence and self-assurance
- Gain a more significant strategic overview of the HR function.
- Apply best practices in employee resourcing.

Targeted Competencies

- Decision-making and initiative-taking.
- Building relationships and networking.
- Analytical thinking and problem-solving.
- Gaining business insights and acumen.
- Organizational planning and execution.
- Goal achievement and operational excellence.
- Deploying technological solutions and expertise.

Course Content

Unit 1: An Overview of Human Resource Management

- Introducing Human Resource Management HRM.
- Human resource management vs. personnel management.
- Primary activities, responsibilities, and tasks of HRM.
- Introducing strategic human resource management SHRM.
- Personnel jobs and systems.
- Typical department structure - HRM department case study.
- Qualifications and professional study.
- Personal qualities needed for HRM work.

Unit 2: Administration and Performance Management

- Administration and business support.
- Monitoring and reporting, e.g., sickness and absence.
- Absence management case study.
- Introduction to HR databases and computer systems.
- Security and confidentiality of employee records.
- Performance management in a multicultural setting.
- Appraisal systems and 360-degree feedback.
- The employee disciplinary interview.

Unit 3: Recruiting, Rewarding and Retaining Employees

- Flexibility and introducing the 'flexible firm.'
- Pay and reward, compensation, and benefits.
- Introducing 'total reward' concepts.
- Recruitment and selection.
- Assessment and development centers.
- The use and limitations of aptitude tests and psychometrics.
- Use of references.
- Induction for new employees.

Unit 4: Working With and Assisting Employees

- Managing employee problems.
- Employee Assistance Programmes EAP.
- Complying with employment law.
- Equality of opportunity and employee diversity.
- Dignity at work, bullying, and harassment.
- Grievance and conducting workplace investigations.
- Introducing workplace mediation.
- Exit procedures and exit interviews.

Unit 5: HR Planning, Learning, and HR Ethics

- What is learning?
- Training and development.
- Human resource planning.
- Integrated HR strategies.
- HR and training and development.
- HRM ethics.
- Professional conduct.
- Personal action planning and continuing personal development CPD.