

# Human Resources Development and HR Business Partner (ACHRM)

## Why Attend

- This course combines two of eight modules of the Advanced Certificate in Human Resource Management which are Human Resources Development and HR Business Partner.
- Human Resource Development aligns organizational business needs with employees' competencies, knowledge, and skills, effectively closing the gap between them. HR demonstrates strategic value by identifying and creating learning opportunities that increase employee capability and organizational knowledge. This module outlines a comprehensive, step-by-step approach to analyzing, designing, developing, implementing, evaluating an effective Human Resource Development (HRD) strategy and plan which is also aligned with both Career and Leadership Development.
- Develop the necessary skills to become an effective HR business partner and maximize the value of HR in your organization. Explore the positive impact of the HR business partner role and how the use of an HR business partner structure improves HR services across an organization. How to build a business case and engage in group discussions to enhance your consulting skills, business acumen and analytics to strategically contribute to organizational goals.

## Course Methodology

- Modules within the Advanced Certificate in Human Resource Management (ACHRM) are uniquely designed; no prerequisites are required, and the learner can enter the program at any time. Plus, the complete Certificate program involves a wide variety of learning experiences including group discussions, individual and group activities, case studies, toolkit development and a post-test reinforcement of learning at the end of each module.

## Course Objectives

- Explain the relationship between organizational culture, strategic vision, and Human Resource Development.
- Describe the scope and trends in Human Resource Development.
- Assess the Human Resource Development needs in an organization.
- Describe how a career development strategy links to organizational needs.
- Describe the role of leadership development in an organization.
- Apply Human Resource Development activities to support development.
- Apply appropriate learning methodologies to employee training and development.

### HR Business Partner Module

By the end of the module participants will be able to:

- Identify key leadership skills for HR Business Partners.
- Demonstrate effective internal consulting skills.
- Demonstrate business acumen and an understanding of the financial drivers of company performance.
- Align your recommendations with the strategic direction of the organization.
- Create and deliver a compelling presentation to inform and influence others.

## Target Audience

- This course is designed specifically for HR generalists and HR specialists in the fields of human resources development and HR business partner

### Human Resources Development Module Content

#### Lesson 1 - Human Resource Development Strategic Connection

- Defining Human Resource Development
- The Scope of Human Resource Development
- Organizational Impact
- The Value of Remaining Competitive
- The Value of Top Performers
- Individual Value

#### Lesson 2 - Assessing Organizational Needs

- What is an Organizational Needs Assessment?
- Steps of an Organizational Needs Assessment
- Gather Necessary Information
- Analyze Information
- Devise a Plan
- Potential Organizational Needs
- Achieve Organizational Results

### Lesson 3 - Learning Methodologies

- Adult Learner Characteristics
- Elements & Types of a Formal Learning Program
- Elements of an Informal Learning Program
- The ADDIE Model

### Lesson 4 - Development Activities

- Approaches to Development

### Lesson 5 - Career Development

- Components of Career Development
- How to Develop Employees
- Roles in Managing Career Development
- Individual Development Plan (IDP)

### Lesson 6 - Leadership Development

- Leadership and Management
- Understand Your Leaders
- Preparing Potential Leaders

### HR Business Partner Module Content

#### Lesson 1 - Performance Expectations for HR Business Partners

- Performance Expectations

#### Lesson 2 - Internal Consulting Skills

- Internal Consulting Skills
- Internal Consulting Process

#### Lesson 3 - Business Acumen

- What is Profit?
- The Income Statement
- The Concept of Cash Flow

#### Lesson 4 - Align Projects with Strategic Direction

- Business Cases
- Purpose of a Business Case
- Writing a Business Case

## Lesson 5 - Leadership Skills for HR Business Partners

- Build Your Skill as a Strategic Contributor
- Track Metrics that Managers Value
- Ensure HR Role is Running Smoothly
- Move Towards a Partnership Role