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HR for Non-HR Managers



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The program is aimed at the non-HR managers and employees, who need to know about the role of HR in an organization how the effective management of HR makes one a better manager. Ability to manage people is the key skill that today's manager needs to possess in order to maintain an efficient and highly motivated work force.

Aims/Objectives:

- To help the participants to fully understand the important role of intangibles in generating organizational success
- To provide the non- HR managers/ participants a better understanding of different functions of HR
- To show the Non- HR managers how they can add value to the people processes and hence increase HR capability
- To demonstrate to the Non-HR manager how he/ she can play the role of the HR Champion within his/ her own department.
- The program intends to explore ways and means to improve communication and relationships between HR staff and other functions within the organization.

Workplace Outcomes:

The participants will achieve increased team effectiveness, increased cooperation and coordination between various levels of hierarchy.

- Participants will gain the confidence to handle existing HR issues with conviction, and the ability to foresee and resolve other matters, make appropriate recommendations and take the proper course of action.
- Participants will be in a position to identify situations which may put their company at risk and provide them with a working knowledge of the basics of human resources management – knowledge that can be applied to almost every aspect of your position.
- They will have a knowledge of better working relationships with others in organisation through a greater appreciation of the overall picture
- Participants will have increased capability to evaluate the effectiveness of HR practices and suggest where improvements can be made



Duration: 1 Day

Methodology:

The program will have interactive lecture sessions, power point presentation, and Role-plays.

Participants

Assistant Managers, Deputy Managers, Department Heads