BLACKBIRD FOR TRAINING

Enhancing Manpower Planning & Training Management

1 – 5 November 2027
Accra (Ghana)



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Ref: 3007_156329 **Date:** 1 – 5 November 2027 **Location:** Accra (Ghana) **Fees:** 4200 GBP

Introduction

The "Workforce Planning and Training Management" course is designed to equip participants with the theoretical and practical foundations necessary for effective manpower planning and training management. This course focuses on providing participants with the skills required to develop effective manpower planning strategies and achieve an optimal balance between business needs and available human resources. Additionally, the course covers various training management techniques that ensure the development and enhancement of the required skills and competencies for employees. Manpower planning plays a crucial role in improving workforce efficiency and aligning human resource capabilities with organizational goals.

Course Objectives

Upon completion of this course, participants will be able to:

- Understand the definition of manpower planning and how to apply it effectively within organizations.
- Explore various types of manpower planning and understand their significance in forecasting future workforce needs.
- Master the manpower planning process and use strategic tools such as strategic workforce planning tools to align workforce requirements with business objectives.
- Learn to forecast workforce trends and apply predictive techniques to plan for future manpower needs.
- Develop and implement action plans for themselves and other key stakeholders involved in manpower planning.
- Relate training management to manpower planning, ensuring employees' skills are developed to meet the needs of the organization.



Course Outlines

Day 1: The Dynamic Role of Manpower Planning in Training Management

- Introduction to course objectives and methods.
- HR models and how to meet future organizational structures.
- The growing importance of manpower planning HRMP in today's business environment.
- The impact of organizational changes and evolving work requirements on manpower planning.
- Using decision-making tools to identify appropriate manpower planning strategies.
- Exploring the four main areas of manpower planning: Strategic focus, Data and analysis, manpower planning, and people development, with a case study.

Day 2: Strategic Focus in Manpower Planning

- Using a strategic HR map for manpower planning.
- How to use strategic templates for manpower planning exercise and case study.
- Measuring organizational maturity as a trigger for manpower planning exercise.
- Converting strategies into actionable plans using business data collection and analysis.
- Techniques for delivering results on time and within budget.

Day 3: Manpower Forecasting, Trend Analysis, and Training Planning

- Understanding workforce trends and how to apply predictive techniques.
- Using predictive software for manpower planning and training.
- Analyzing relationships and understanding results through exercises.
- The importance of unit costs in forecasting manpower needs exercise.
- Structuring competencies and using behavioral techniques to measure and forecast individual performance.

Day 4: Manpower Supply - Business Planning and Manpower Re-engineering

- Selecting the right principles for manpower supply.
- Exploring succession planning strategies and their impact on manpower planning.
- The role of psychometric testing, emotional intelligence assessments, and development centers in manpower planning.
- Business reviews and why manpower planning should be considered as a strategic tool for success.
- Exploring the relationship between manpower planning and training management.



Day 5: Integrating the Manpower Planning Process to Maximize Results

- Using management tools and techniques to enhance the effectiveness of manpower planning.
- Why performance appraisals alone are not enough for selecting individuals into development pools.
- Three approaches to selection: Talent pool, individual selection, and headhunting.
- The cooperation required to achieve business benefits through integrated manpower planning and training management.

Why Attend This Course? Wins & Losses!

- Prepare to work effectively in integrated teams: You will acquire essential skills for working in multidisciplinary teams, which are crucial for successful manpower planning in global organizations.
- Practical tools for manpower planning: Learn how to use advanced strategic workforce planning tools and training management techniques to improve human resource outcomes within your organization.
- Maximize the benefits of manpower planning: Gain insights into how manpower planning ensures organizations can meet future challenges by efficiently utilizing their workforce, leading to better performance and reduced costs.
- Enhance the integration of manpower planning and training: Understand how to align training management with manpower planning to support long-term organizational success.

Conclusion

The "Workforce Planning and Training Management" course is a unique opportunity for professionals to gain essential skills in manpower planning. By mastering strategic workforce planning, participants will be able to identify future workforce needs, align human resource capabilities with business objectives, and optimize training and development processes. This course will equip you with the tools and techniques to ensure your organization’s human capital is effectively utilized, leading to improved business outcomes and increased efficiency. Don't miss the chance to enhance your skills and contribute to the sustainable growth of your organization through effective manpower planning and training management.

