

Human Resources and Talent Development: Training
Analyst and HR Strategic

Tokyo (Japan)

2 - 6 December 2024

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Code: HR28 From: 2 - 6 December 2024 City: Tokyo (Japan) Fees: 4700 Pound

Introduction

In today's competitive business landscape, companies are continuously pressured to manage costs effectively while enhancing their workforce's performance. For training departments, the challenge is to demonstrate a measurable impact on the organization's bottom line. The key to achieving this is a robust analysis of training needs followed by thorough evaluation to assess the effectiveness and return on investment ROI of training programs. This course focuses on the principles and techniques of training analysis, equipping professionals to enhance their training initiatives and contribute to human resources and talent development strategies.

Course Objectives

- Understand and leverage best management practices to optimize training outcomes.
- Analyze training needs within the broader context of the training cycle, ensuring strategic alignment with organizational goals.
- Learn different models for conducting training needs analysis and apply them to your role as a talent and development specialist.
- Enhance your ability to conduct skills analyses, such as critical incident analysis, environmental scanning, and hierarchical task analysis.
- Understand competencies and their relationship to talent development, particularly in leadership and other high-demand skills.
- Recognize the importance of evaluation to measure the success of training programs and justify the investment in talent development.
- Conduct training evaluations at various levels to assess both immediate learning outcomes and long-term organizational impact.
- Create a comprehensive action plan for implementing these strategies in your organization.

Course Outlines

Day 1: People Management and Leading Teams

- The importance of socio-technical management in developing talent.
- Techniques for effective communication and motivating teams for results.
- Empowering employees to improve performance and fostering effective team dynamics.
- Enhancing coaching skills and creating a virtual team.
- Review: Applying human resources analyst principles to leadership development.

Day 2: Strategic Planning and Negotiating for Results

- Analyzing the strategic planning process and achieving competitive advantage.
- Utilizing SWOT analysis for effective talent development strategies.
- Focusing on vision and mission, and understanding the importance of contingency planning.
- Developing negotiating strategies and the impact of leadership talent development.

A graphic of a chessboard with several chess pieces (a king, a pawn, and a knight) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the right side of the board.

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- Review: Strategic success and failure in global talent development.

Day 3: Operational Excellence and Introduction to Training Analysis

- Lessons from the best-performing companies in talent and development solutions.
- Benchmarking and creating employee commitment to drive organizational success.
- Introduction to the five key areas of training activities and cost efficiency.
- Establishing unit costs for analysis and ensuring inclusive talent development.
- Review: Evaluating the effectiveness of operational training delivery.

Day 4: Training Delivery, Evaluation, and Trend Analysis

- Applying a 10-step process for effective training delivery and evaluation.
- Understanding evaluation methods for training materials, delivery, and trainees.
- Identifying trends in digital talent development and how they impact the future of training.
- Practical group exercises and case studies to assess the effectiveness of in-house vs. external training.
- Review: Analyzing the evolving landscape of talent development training.

Day 5: Evaluation Process and Applying Analysis Techniques

- What would improve training effectiveness? A deep dive into pedagogical vs. andragogical methods.
- The role of testing and management accountability in evaluating training success.
- The importance of competencies and how they impact the overall talent development strategy.
- Understanding the human resources analyst certification process and preparing for it.
- Applying learned analysis techniques to future talent development efforts.
- Review: Best practices for developing analytic talent and improving leadership potential.

Conclusion

This course is an essential resource for professionals pursuing human resources and talent development roles, including talent development specialists and managers. It provides a strategic approach to evaluating training needs, delivering impactful learning experiences, and assessing training outcomes. By mastering these skills, you will be better equipped to develop leadership talent, foster high-performing teams, and ensure your organization's talent initiatives contribute significantly to business success.

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