BLACKBIRD FOR TRAINING

Human Resource Information Systems and Leadership Excellence

11 – 22 October 2027
Accra (Ghana)

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Human Resource Information Systems and Leadership Excellence

Ref: 3255622_346586 **Date:** 11 – 22 October 2027 **Location:** Accra (Ghana) **Fees:** 7600 GBP

Introduction

In today's data-driven and rapidly evolving business environment, organizations can no longer rely solely on traditional human resource processes or experience-based leadership. Sustainable performance and competitive advantage now depend on the effective integration of Human Resource Information Systems HRIS with strong team leadership and supervision practices.

Modern organizations require structured HR databases, accurate HR analytics, automated HR processes, and integrated systems to support strategic decision-making. At the same time, successful implementation of digital HR systems depends on capable leaders who can manage teams effectively, enhance communication, resolve conflicts, drive performance, and lead organizational change.

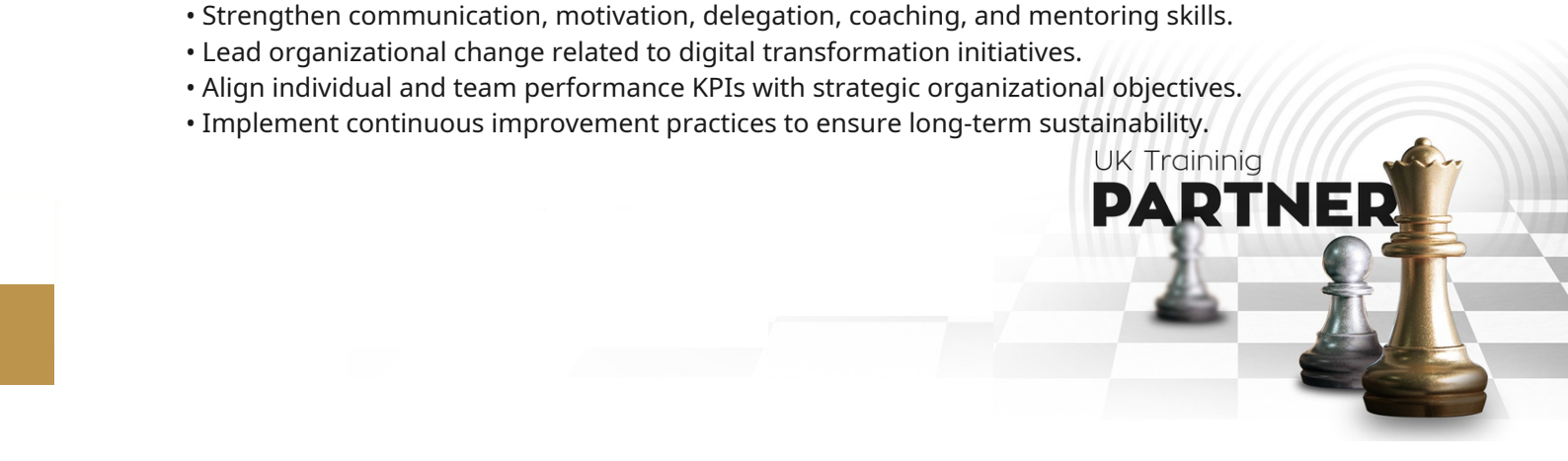
This comprehensive two-week program bridges digital HR management with advanced team leadership. Participants will learn how to manage employee data efficiently, automate recruitment and performance management processes, analyze workforce metrics, improve employee experience, and lead high-performing teams aligned with organizational strategy.

The course is designed for executives, department managers, team leaders, and HR professionals across various industries seeking to strengthen both operational systems and leadership capabilities.

Course Objectives

By the end of this program, participants will be able to:

- Understand the core principles and strategic value of Human Resource Information Systems HRIS.
- Select and implement suitable HRIS platforms aligned with organizational needs.
- Design and manage secure HR databases while ensuring data privacy and regulatory compliance.
- Apply HR analytics and HR reporting to support data-driven decision-making.
- Automate recruitment, training, performance management, attendance tracking, payroll, and benefits administration.
- Enhance employee experience, employee engagement, and overall workforce satisfaction.
- Apply effective team management and supervision techniques to improve productivity.
- Resolve workplace conflicts using structured conflict resolution strategies.
- Strengthen communication, motivation, delegation, coaching, and mentoring skills.
- Lead organizational change related to digital transformation initiatives.
- Align individual and team performance KPIs with strategic organizational objectives.
- Implement continuous improvement practices to ensure long-term sustainability.



Course Outlines

- The importance of HRIS in modern organizations.
- Linking digital systems to leadership effectiveness.
- Challenges in today's workforce environment.
- Assessing organizational readiness for digital transformation.

Day 2: HRIS Structure and System Selection

- Components and types of HRIS platforms.
- Comparing cloud-based and on-premise solutions.
- Vendor evaluation and system compatibility.
- Building a structured implementation plan.

Day 3: HR Data Management and Analytics

- Designing and structuring employee databases.
- Data privacy, risk management, and compliance.
- HR KPIs and performance metrics.
- Preparing analytical HR reports for strategic decisions.

Day 4: Automating HR Processes

- Automating recruitment and performance management workflows.
- Attendance and leave management systems.
- Payroll and benefits administration.
- System integration with financial and administrative platforms.

Day 5: Employee Experience and Performance Management

- Improving employee experience through digital systems.
- Measuring employee engagement and satisfaction.
- Career development planning.
- Aligning individual performance with organizational strategy.

Day 6: Foundations of Team Management and Supervision

- Leadership styles and their organizational impact.
- Building trust and accountability within teams.
- Defining roles and responsibilities clearly.
- Effective supervisory practices.



Day 7: Communication, Motivation, and Conflict Resolution

- Leadership communication strategies.
- Practical motivation techniques.
- Identifying and resolving workplace conflicts.
- Delivering constructive feedback.

Day 8: Delegation, Decision-Making, and Strategic Planning

- Principles of effective delegation.
- Time management and prioritization.
- Structured problem-solving and decision-making approaches.
- Strategic planning at the team level.

Day 9: Change Management and Organizational Integration

- Leading change during HRIS implementation.
- Managing resistance to change.
- Training employees on new systems.
- Building a culture that supports digital transformation.

Day 10: Continuous Improvement and Sustainability

- Evaluating HRIS effectiveness and leadership impact.
- Measuring long-term performance indicators.
- Developing a continuous improvement roadmap.
- Final project: Presenting an integrated HR and team leadership strategy.

Why Attend This Course: Wins & Losses!

- Gain comprehensive expertise in Human Resource Information Systems and digital HR management.
- Strengthen team leadership and supervision capabilities.
- Enhance data-driven decision-making skills.
- Improve employee engagement, satisfaction, and retention.
- Streamline payroll, benefits, and performance management processes.
- Develop practical tools for conflict resolution and problem-solving.
- Align team objectives with strategic organizational goals.
- Build a culture of continuous improvement and sustainable performance.

Conclusion

The integration of Human Resource Information Systems with advanced team leadership creates a powerful foundation for organizational excellence. When structured HR data, automation, analytics, and system integration are combined with strong leadership, communication, and change management capabilities, organizations can transform processes into measurable performance outcomes.



This program equips professionals with both the technical knowledge and leadership competence needed to drive sustainable growth, optimize workforce performance, and achieve strategic alignment in a competitive and evolving business landscape.

