



Arabian Institute For Training

Certificate in Human Capital Planning

Why Attend

- Human capital professionals should start linking their activities to the business strategic objectives. Therefore, HR should be a real business partner by presenting their expertise through a clear plan such as the HC plan which provides that link.
- This course will allow you to link all the HR activities to the business plan in a very professional way enabling you to secure a seat on the company's decision table.

Course Methodology

- This course uses a straight forward methodology which combines the explanation of the HC plan components reaching at the end of the course to a real HC Plan that will be assessed and evaluated. Also, individual exercises, team exercises, and case studies will be used in this course.

Course Objectives

By the end of the course, participants will be able to:

- Demonstrate a thorough understanding of the HC plan
- Create an HC plan that is aligned with the organizational business plan
- Review the progress of the HR initiatives
- Evaluate an HC plan and recommend adjustments
- Demonstrate how an HC plan can increase values of human capital management

Target Audience

- Human resources/capital managers, business partners, team leaders, and specialists interested in human capital planning.

Target Competencies

- Analytical thinking
 - Business acumen
 - Planning and organizing
 - Achieving goals and objectives
 - Evaluation skills
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The HC plan

- HC plan definition
- Business plan vs. HC plan
- The relation between a business plan and an HC plan
- Guidelines for drafting an HC plan

HC plan components

- Understanding the business vision
- Understanding the business mission
- Business goals
- Strategic objectives
- HR SWOT analysis
- Other HR elements

From business strategic objectives to HR strategic objectives

- HR strategic objectives
- HR implications and actions
- Initiatives of the HC plan
- HR implications
- HR theme
- Action plan
- Championing the action plan
- Time frame
- Costs
- KPIs
- Reviews

HR elements

- Culture and values
- Organizational structure changes
- Human capital
- Succession planning
- Building a bench strength
- Motivation and retention
- Training and development
- Organizational development and effectiveness

Additional HC plan considerations

- Quarterly reviews
 - Evaluation of the HC plan
 - Operating environment
 - Producing an executive summary
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