

5-day Interactive Training Course

# Managing Human Capital

Effective Management of an Organisations  
Human Resources

10 Jun - 14 Jun 2024	Dubai - UAE	US\$ 4,950
30 Sep - 04 Oct 2024	Dubai - UAE	US\$ 4,950
16 Dec - 20 Dec 2024	London - UK	US\$ 5,950



# Managing Human Capital

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## About the Course

In today's globalised and rapidly evolving financial landscape, This 5-day interactive Managing Human Capital training course is designed to equip Human Resource (HR) professionals, managers, and business leaders with the knowledge, skills, and strategies needed to effectively manage and maximise the potential of their organisation's human resources. It covers key HR concepts, best practices, and practical tools for managing the workforce, fostering a positive organisational culture, and achieving strategic HR objectives. It helps delegates develop human capital management strategies that align with the organisational goals. It also explores the latest trends in identifying and attracting top talent, highlighting the best practices in recruitment and selection. Furthermore, the course explores the interplay between ethics and human capital management and their contribution to the organisation's social responsibility efforts.

In essence, this programme offers a holistic learning experience for HR professionals and leaders, aiming to equip them with the knowledge and skills to manage human capital effectively, align HR strategies with the organisation's goals, and remain up-to-date with the latest industry trends. Likewise, exploring ethics and social responsibility in the context of HR. It underscores the importance of responsible and ethical HR practices in today's business landscape.

This programme uses an interactive and practical approach, which implies that the course is theoretical but also involves activities, discussions, and case studies that encourage active participation and hands-on learning.

## Core Objectives

The delegates will achieve the following objectives:

- Develop and implement effective human capital management strategies aligned with organisational goals
- Identify and attract top talent through recruitment and selection of best practices
- Foster employee development and engagement to enhance productivity and job satisfaction

- Create an inclusive and diverse workplace culture that values all employees
- Handle employee relations issues and ensure legal compliance in HR practices
- Apply ethical HR principles and contribute to the organisation's social responsibility efforts

## Training Approach

A blended learning approach drives this training course. It draws on various adult learning techniques such as action learning, experiential exercises, group discussions, video case studies, role play and self-reflection activities. The resulting variety helps delegates stay engaged throughout the programme, feel challenged and draw quick wins for their development. It also ensures delegates are exposed to ample opportunities to apply what they learn to the real-world challenges they face back in the workplace.

## The Attendees

This training course empowers individuals with the knowledge and tools to excel in human capital management, strategically contribute to their organisations, and create positive and productive workplaces.

**Likewise, it will be valuable to the professionals but not limited to the following:**

- HR Managers and Professionals
- Team Leaders and Supervisors
- Middle and Senior Managers
- Small Business Owners
- Anyone interested in improving their Human Capital Management skills

# DAILY DISCUSSION

## DAY ONE

### INTRODUCTION TO HUMAN CAPITAL MANAGEMENT

- Understanding Human Capital Management
- The Role of HR in Modern Organisations
- Strategic HR Planning
- Human Capital Metrics and KPIs
- Human Capital Management: Trends and Tools

## DAY TWO

### RECRUITMENT AND TALENT ACQUISITION

- Talent Acquisition Strategies
- Effective Job Analysis and Job Descriptions
- Recruitment Channels and Methods
- Interviewing and Selection Techniques
- Recruitment and Talent Acquisition: Trends and Tools

## DAY THREE

### EMPLOYEE DEVELOPMENT AND ENGAGEMENT

- Training and Development Programs
- Performance Appraisal and Feedback
- Employee Engagement and Motivation
- Retention Strategies and Talent Management
- Employee Development and Engagement: Trends and Tools

## DAY FOUR

### DIVERSITY AND INCLUSION IN THE WORKPLACE

- Understanding Diversity and Inclusion
- Creating an Inclusive Workplace Culture
- Handling Workplace Discrimination and Bias
- Managing Multigenerational Teams
- Diversity and Inclusion in the Workplace: Trends and Tools

## DAY FIVE

### EMPLOYEE RELATIONS AND LEGAL COMPLIANCE

- Employee Relations and Conflict Resolution
- Employment Law and Compliance
- Handling Grievances and Disciplinary Actions
- Ethical HR Practices and Corporate Social Responsibility
- Employee Relations: Trends and Tools



## THE CERTIFICATE

**XCalibre Training Centre Certificate of Completion will be provided to delegates who attended and completed the training course.**