



## Designing & Implementing Competency Frameworks & Assessment Tools

Maximising the Return on Human Investment

### ► Upcoming Sessions

29 Apr-03 May 2024	Dubai - UAE	\$5,950
05-09 Aug 2024	London - UK	\$5,950
23-27 Dec 2024	Dubai - UAE	\$5,950

### ► Training Details

#### Training Course Overview

Do you struggle with how to measure the value received from your human resources bill? Do you rely upon the varied opinions and judgement of others to determine success and effectiveness? The Return on Investment expected from the most expensive asset an organisation has, is too valuable to leave to chance, this programme provides participants with a process for defining and measuring the contribution of managers and employees against the requirements of the organisation. With the added value of providing a skills audit, skill and performance gaps, talent and potential spotting and evidence for structured rewards and recognition schemes.

Experiencing and working with everyday examples drawn from a wide range of organisations, competencies; models and tools of how to turn subjective judgement into tangible benefits, you will return to work with the clarity required to change the definition of "Good" into specific actions which deliver.

#### Training Course Objectives

**By attending this Anderson training course, delegates will be able to:**

- Defining what skills knowledge and most importantly behaviour, the organisation needs to achieve its Vision, Mission and Strategic Goals
- Provide a step-by-step guide to defining competencies and the evidence thereof
- Discuss & learn the practical application of competency frameworks through case studies & exercises
- Understand the range of technical & human risks associated with introducing competency frameworks and how they can be mitigated
- Develop an action plan to design and utilise competency frameworks in their own organisations, linking them to other related best practices such as competency-based recruitment; grading structures; talent management, and succession planning
- Measure benefits in terms of reduced attrition, better selection, higher engagement and motivation and increased ROI

#### Designed For

This Anderson training course is suitable for a wide range of professionals who are involved in any aspect of the effective utilisation of managers and employees applying their knowledge skills and behaviours aligned to the organisations strategic goals and who want to understand, implement and improve the latest human capital management concepts,

processes and ideas. For example:

- ▶ Chief Executives
- ▶ Board Members
- ▶ Senior Managers
- ▶ Business owners
- ▶ HR directors
- ▶ HR professionals
- ▶ Business Consultant

## ▶ Training Details

### Day One: The Role of Competency Frameworks

- ▶ What are competencies?
- ▶ What they are intended to do?
- ▶ Why the competency approach is needed
- ▶ Defining organisational competencies with business goals
- ▶ Links to Vision, Mission, Culture and Corporate Objectives

### Day Two: Developing Competency-Based Frameworks

- ▶ Working with Stakeholders
- ▶ Communicating the intent
- ▶ Launching the project
- ▶ Securing employee buy-in
- ▶ Avoiding pitfalls
- ▶ Legal considerations

### Day Three: Core Competencies and Criteria

- ▶ Converting the 'what' into the 'how'
- ▶ Examining successful skills
- ▶ Identifying Core or generic competencies
- ▶ Defining competency evidence
- ▶ Agreeing organisation norms
- ▶ Reaching management standards and consensus

### Day Four: Assessment Tools - Design, Usage and Data Capture

- ▶ Designing Scales and weighting
- ▶ Observation and feedback methods
- ▶ Evidence-based assessment
- ▶ Automating the collection and measurement process
- ▶ Job Mapping - creating model profiles
- ▶ Appeals and disputes process

### Day Five: Putting Competency Frameworks to use

- ▶ Analysis and Reporting of results
- ▶ Identifying weaknesses and potential competency gaps
- ▶ Talent identification
- ▶ Integrating with other HR processes
- ▶ Using competency evidence for organisational review
- ▶ Demonstrating ROI

## ▶ Accreditation

The use of this official seal confirms that this Activity has met HR Certification Institute's® (HRCI®) criteria for recertification credit pre-approval.



## ► The Certificate

- Anderson Certificate of Completion will be provided to delegates who attend and complete the course
- The HRCI Approved Provider Seal and the corresponding Recertification Credit Hours Awarded will be reflected on the Certificate of Completion

## ► INFO & IN-HOUSE SOLUTION

For more information about this course, call or email us at:

Call us: +971 4 365 8363

Email: [info@anderson.ae](mailto:info@anderson.ae)

Request for a Tailor-made training and educational experience for your organization now:

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