

Introduction to Working with Competencies

Introduction

More and more organisations are working with Competency frameworks, this course looks at how competency frameworks are used benefit and support selection, training and development and performance management systems.

Course Objectives

- **An awareness** of competency frameworks
- **Reviewed** how they differ from other methods
- **Reviewed** the uses of competency frameworks in the HR context
- **The knowledge** to explain competencies to their managers and supervisors
- **Described** the process through which competencies are identified
- **Identified** the benefits of a competency framework
- **Developed** an action plan for implementation in the workplace

Duration: 1 Day Course

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Course Content

Competencies what are they?

Getting to grips with the concepts

How do they differ from other methods?

Objectives, standards, skill and knowledge specifications

Benefits and limitations

What can you use them for?

Integrating competencies across all HR processes

Reinforcing the values of the organisation

Should we measure competencies, and how?

The need to measure the effectiveness of performance

The measurement of behaviour

Using competencies to design development programmes

Identifying competencies from development needs

Sources of information, business plans, job descriptions, performance appraisals, learning needs analysis.

Personal Development Action Plan

