

DEVELOP AND IMPLEMENT IN-HOUSE COMPETENCY AND CAREER PATHING FRAMEWORK

In every organization, human capital is one of the most important resources. Managing, nurturing and developing it is a fundamental tenet of management. As basic as it sounds, this aspect of management can be complex.

Many organizations have HR systems, which are standalone and not integrated. This causes managers to lose focus, which results in them not knowing exactly what are needed by the organization and the outcome to be achieved. They end up facing the following challenges:

- High staff turnover
- Hiring or promoting the wrong person for the job
- Not having enough of competent employees to achieve organizational goals
- Employees are not appraised objectively
- Employees are not developed or trained effectively
- No proper career progression pathway to retain employees
- No proper system in place to reward employees
- Lack of a talent pool for succession

To overcome the above challenges, it is important to link all the HR systems through the development of a good HR framework. Defining competencies for every job and consolidating all competencies into a competency framework, incorporating career paths is the first step. This is necessary as the framework can be used to build on other HR processes such as:

- Manpower planning - provides a snapshot of the positions and the competencies needed to ensure organisation's success
- Recruitment and Selection - ensure the right candidate with the competencies required is hired for the job.
- Performance Management - ensures performance appraisals are outcome-based, measurable, observable and objective. It also ensures continuous basis of gathering evidences.
- Training Needs Analysis - reveals the knowledge of gaps between actual and current & future job competencies and conduct a more effective interventions
- Learning & Development – employers can leverage by using learning and developmental interventions that will have a positive effect on career progression and productivity
- Talent Management – establish processes to measure competencies and identify & determine the required & available through the skills inventory
- Succession Planning - provides clear and objective path & inventory of job roles & competencies to attract, develop and retain talents



Join us for the new “Develop and Implement an In-house Competency and Career Pathing Framework” program, the only program in Singapore conducted by industry experts.

At the end of the training program, learners will be able to:

- Define competencies, competency framework and career pathing framework
- Identify the components, theories and principles in competency and career pathing frameworks
- Explain the applications and benefits of a competency and career pathing framework
- Discuss the competency modeling approaches
- Consult management to identify objectives and scope of competency and career pathing framework, job families, levels and target audience
- Identify critical success factors needed for competency and career pathing framework
- Conduct job and task analysis to capture wide range of competencies for different job roles
- Leverage on the Singapore Workforce Skills Qualifications (WSQ) Frameworks and other international frameworks in defining job competencies
- Facilitate and validate competency and career pathing framework
- Monitor, evaluate and refine the competency and career pathing framework

Individuals who have completed the above-mentioned program and assessment successfully will receive:

Two Statements of Attainment from the Singapore Workforce Development Agency on “Develop and Implement In-House Competency Framework” & “Develop Career Pathing Framework”

COMPETENCY-BASED HUMAN RESOURCE PROGRAM

The Center for Competency-Based Learning and Development (CBLD) offers HR practitioners, consultants and trainers a ground-breaking professional certification: The Competency-Based Human Resource Program. The program consists of 4 modules and objectives include:

1. Develop and Implement In-house Competency and Career Pathing Framework (28 hrs)
2. Define Job Profiles and Develop Competency-Based Job Descriptions (16 hrs)
3. Conduct Competency-Based Interviews and Make Hiring Decisions (16 hrs)
4. Develop and Implement Competency-Based Performance Management Program (28 hrs)

Learners will receive a Statement of Attainment (SOA) upon completion of each module (with the exception of 2 SOAs for the first unit mentioned above)

Besides equipping learners with the competencies to develop the above-mentioned competency framework and systems, this certification will also enable learners to conduct and measure in-house HR practices using a set of competency standards and best practices, which would move their organizations towards competency-based processes and systems. This would transform organizations from using the conventional HR practices to a competency-based HR paradigm.

Who will benefit from these modules?

- Chief Executive Officers
- Directors and Senior Managers
- Line Managers
- Supervisors
- Human Resource Managers
- Recruitment Specialist and Managers
- Anyone interested in acquiring the competencies in migrating towards competency-based human capital management systems

COMPETENCY-BASED HUMAN RESOURCE CONSULTANCY SERVICES

CBLD offers the following Competency-Based Human Resource Consultancy Services to organizations:

- Developing in-house competency and career pathing framework
- Developing competency standards
- Developing manpower plans
- Developing competency-based job profiles and job descriptions
- Conducting training needs analysis and developing training roadmaps
- Developing competency-based performance management system
- Developing competency-based classroom training programs
- Developing on-the-job training programs
- Developing competency-based e-learning and m-learning training programs
- Other HR related programs

For more enquiries, please email us at enquiries@cbl-d-center.com or call us at **6339 9272**.

Alternatively, you can visit us at www.cbl-d-center.com for more information.