

MANAGEMENT CONCEPTS AND STRATEGY

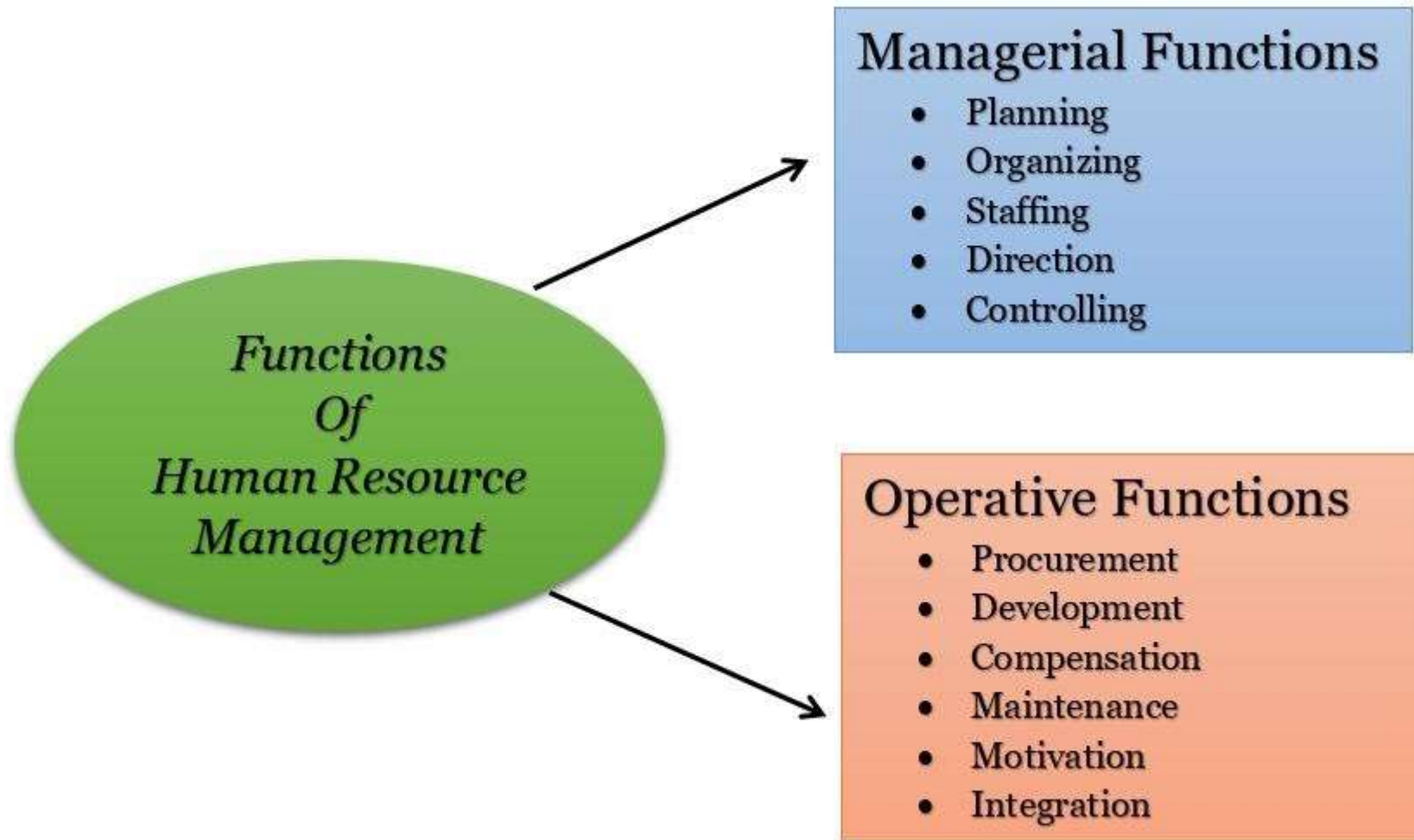


**SEMINAR TOPIC : MANAGER AND ORGANIZATIONAL
DEVELOPMENT**

HUMAN RESOURCE MANAGEMENT

- Human resource management is the strategic approach to the effective management of people in a company or organization such that they help their business gain a competitive advantage.
- Human resource management is meant for proper utilisation of available skilled workforce and also to make efficient use of existing human resource in the organisation.
- Human resource management can be defined as – “employing people, developing their resource, utilizing maintaining and compensating their services in tune with the job and organizational requirements”

Function of Human Resource Management



➤ **Planning**

A manager must plan ahead in order to get things done by his subordinates. It is also important to plan in order to give the organization its goals.

➤ **Organizing**

HR Manager needs to design and develop the organization's structure to carry out the different operations.

➤ **Staffing**

It is a systematic attempt to implement the human resource plan by recruiting, evaluating and selecting qualified candidates for the job-positions in the organization.

➤ **Directing**

The directing functions of HRM involve encouraging people to work willingly and efficiently to achieve the goals of the organization.

➤ **Controlling**

Controlling is one of the important functions of HRM as it helps him evaluate and control the performance of the department with respect to different operative functions.

Objectives of HRM

- Achieve organisational goals
- Work culture
- Team integration
- Training and Development
- Employee motivation
- Workforce empowerment
- Retention
- Data and compliance

HR MANAGER

He/she is responsible for formulating and designing of Human Resource policies in compliance with labour laws and sees all Hr related activities starting from hiring to firing of an employees in an organisation.

The Human Resource Manager is responsible for overseeing human resources activities and policies according to executive level direction. They supervise human resources staff as well as see staffing, compensation , assessing and providing employee benefits, providing training & development, safety & welfare of staff, maintaining healthy labor relations, providing employee handbook and maintaining employment records as required by the employment laws.

What Does an HR Manager Do? 7 Functions of the Human Resources Department

- Recruitment and Hiring.
- Training and Development.
- Employer-Employee Relations.
- Maintain Company Culture.
- Manage Employee Benefits.
- Create a Safe Work Environment.
- Handle Disciplinary Actions.

Organizational development (OD)

Organizational development is a critical and science-based process that helps organizations build their capacity to change and achieve greater effectiveness by developing, improving, and reinforcing strategies, structures, and processes.

The goals differ per organization.

- Goals can include increasing profits, profit margins, market share, moral and/or cultural values, and the general adaptability (or agility) of the organization.

The Organizational Development Manager plans, develops, implements and administers development and training programs for company employees. The manager also acts as an advisor to the organization's leadership and facilitates initiatives across the organization.

ORGANIZING - HR

HR managers should be well aware of organizing everything related to human resource and organisation ,as organizing is the process of making and arranging everything in the proper manner in order to avoid any confusion and conflicts.

- Giving each member a specific tasks
- Establishing departments and divisions
- Delegating authority to the members (authority equals to responsibility)
- Establishing channels of authority and communication
- Creating a system to coordinate the works of the members

Organizational development process

1. Entering and contracting

This is usually done through a meeting between the manager and the OD members.

2. Diagnostics

the OD practitioner tries to understand a system's current functioning. They collect information needed to accurately interpret the problem, through surveys, interviews, or by looking at currently available data and try to find the root cause.

3. Data collection and analyzing

Data collection instruments include existing data from work systems, questionnaires, interviews, observations

4. Feedback

In this phase, it is key for the OD consultant to give information back to the client in a way that's understandable and action-driven.

5. Designing interventions

After providing the client with feedback, an intervention needs to be created. This intervention should fit the needs of the organization and should be based on causal knowledge of outcomes. In addition, the organization needs to be able to absorb the changes effectively.

6. Leading and managing change

Effective change management revolves around motivating change, creating a vision, developing support, managing the transition, and sustaining momentum.

7. Evaluation and institutionalization of change

Once a system has been implemented, opportunities for improvement start to show. Implementing these will lead to a better user and employee experience.

THANK YOU