



## Strategic Learning & Development: Tools to Improve Efficiency & Effectiveness

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# Strategic Learning & Development: Tools to Improve Efficiency & Effectiveness

## Introduction:

Employees continuously need to develop their knowledge, skills and abilities. This is crucial for them to maintain and develop operational capabilities and improve engagement and motivation levels. In this regard, demands on learning and development units are becoming more challenging. Learning and development professionals are expected to deliver while considering various criteria such as strategy directives, performance requirements, development needs and international trends to name a few. This course is designed to remove complexity and assist participants in the design and communication of comprehensive learning solutions wrapped in easy to use frameworks. The course also considers process development as well as tools to improve efficiency and effectiveness of learning and development units.

## Who Should Attend?

Training & Development Managers, Training Controllers & Administrators, Training & Development Coordinators, Training Managers' Secretaries, Training Assistants, Training Officers, HR Specialists, Generalists & Personnel, Line Managers, Capability and Development Officials, Senior Executive Capability and Development, Section Heads, Succession Planers, Talent Managers, Training Officers, Senior Training Officers, Team Leaders, Superintendents, Senior Training Administrators, those responsible for people development, Administrators, HR trainees, and Supervisors who are involved with training and development.

## Course Objectives:

**By the end of this course delegates will be able to:**

- Categorize organizational learning and development maturity models based on strategic directives
- Design and select external training interventions based on defined criteria including cost benefit analysis
- Develop conceptual designs for learning and development frameworks to facilitate a simple and effective nomination process by line managers and staff
- Differentiate between static and dynamic process workflows and administering those in accordance with operational needs
- Use a blended approach for the development and fulfillment of individual development plans for talents and successors

## Course Outline:

### **Creating a Learning & Development Strategy**

- Analysis of internal and external environment
- Developing learning and development strategies
- Behavioral learning requirements
- Functional development programs
- Managerial development programs
- Funding the training function
- Cost benefit analysis of training
- Criteria for selecting learning and development projects

### **Learning & Development Models**

- Organizational learning and development trends
- High impact learning maturity model

- Incidental training
- Operational excellence
- Performance improvement
- Capability development
- Learning paradigms and continuous learning model
- Learning paradigms
- Timelines of development requirements

### **Learning Frameworks & Training Menus**

- Push versus pull approach
- Design of easy to use frameworks
- Proficiency development
- Competency development
- Career development
- Training menus
- Communicating learning architecture

### **Process Development & Systematization**

- Static process workflow
- Dynamic process workflow
- The power of toolkits
- Toolkit design and dissemination
- Automation
- Retention policy

### **Individual Development Plans**

- Talent development programs
- Succession planning and development implications
- Development centers outcome

- Individual development plans
- Template structure
- The competency language
- Diversification of learning solutions
- On-the-job training methods
- Off-the-job training methods