



*Training Course:
Society for Human Resource Management
(SHRM)*

*14 - 18 April 2025
Cape Town (South Africa)
DoubleTree by Hilton Cape Town - Upper Eastside*

Training Course: Society for Human Resource Management (SHRM)

Training Course code: HR235627 From: 14 - 18 April 2025 Venue: Cape Town (South Africa) - DoubleTree by Hilton Cape Town - Upper Eastside Training Course Fees: 5950 € Euro

Introduction

The Society for Human Resource Management SHRM course, designed by Global Horizon Training Center, is aimed at HR professionals seeking to elevate their knowledge, skills, and leadership within the field of human resource management. This program helps participants align HR practices with organizational goals and prepares them for globally recognized SHRM certification exams, including SHRM-CP Certified Professional and SHRM-SCP Senior Certified Professional. By completing this training, participants will be equipped with strategic and operational HR skills, which are vital for building a resilient and effective workforce in a dynamic business environment.

Objectives

By the end of this course, participants will be able to:

- Understand the SHRM competencies and how they apply to everyday HR practice.
- Develop leadership skills necessary for guiding HR initiatives and managing teams.
- Implement best practices for talent acquisition, employee development, and performance management.
- Interpret and apply HR legal compliance requirements.
- Align HR strategies with business goals to drive organizational success.
- Prepare for and successfully complete the SHRM-CP or SHRM-SCP certification exam.

Methodology

This course combines a variety of learning techniques to ensure a deep understanding of HR management practices:

- Interactive lectures to explain key HR concepts and SHRM competencies.
- Case studies that allow participants to apply HR principles in real-world scenarios.
- Group discussions to encourage peer learning and sharing of best practices.
- Practical exercises and workshops focused on core HR functions such as recruitment, compliance, and employee relations.
- Mock exams to prepare participants for SHRM certification assessments.

- Q&A sessions with industry experts to address practical HR challenges.

Organizational Impact

Upon completion of this program, organizations will benefit from:

- HR professionals with enhanced competencies to manage talent effectively.
- Stronger alignment between HR initiatives and business strategy, leading to better performance.
- Reduced compliance risks due to a solid understanding of HR laws and regulations.
- A more strategic approach to human capital management, promoting workforce growth and development.
- Increased employee engagement and retention, fostering a more productive work environment.
- Better-prepared HR teams that are equipped to take on leadership roles and strategic planning.

Target Audience

This program is designed for:

- HR professionals seeking to earn SHRM-CP or SHRM-SCP certifications.
- Mid-level and senior HR practitioners aiming to advance their careers in HR leadership.
- Talent acquisition and development specialists.
- HR managers responsible for compliance, policy implementation, and employee relations.
- Organizational leaders and business unit heads interested in aligning HR with business strategy.

Outlines

Day 1: Introduction to SHRM and HR Competencies

- Overview of SHRM and Global HR Standards
- Understanding SHRM Competency Model: Leadership, Communication, and Relationship Management
- The Role of HR in Organizational Success
- Strategic vs. Operational HR Practices
- Hands-on Activity: Competency Assessment for HR Professionals

Day 2: Talent Acquisition and Workforce Management

- Strategic Talent Acquisition and Recruitment Techniques
- Workforce Planning and Job Analysis
- Interviewing and Selection Best Practices
- Employee Onboarding and Retention Strategies
- Case Study: Designing an Effective Talent Acquisition Strategy

Day 3: Employee Development, Performance, and Engagement

- Designing Learning and Development Programs
- Performance Management Systems: Best Practices
- Employee Engagement and Motivation Strategies
- Succession Planning and Leadership Development
- Group Activity: Creating a Performance Management Framework

Day 4: HR Compliance and Risk Management

- Legal Aspects of HR: Employment Laws and Regulations FMLA, ADA, etc.
- Managing Employee Relations and Conflict Resolution
- Developing an HR Risk Management Strategy
- Ethics and Corporate Social Responsibility in HR
- Hands-on Exercise: Navigating HR Legal Challenges

Day 5: Strategic HR Leadership and Exam Preparation

- Aligning HR Strategies with Organizational Goals
- Measuring HR Impact: Key Metrics and Analytics
- HR as a Business Partner: Driving Organizational Change
- Review of Key Concepts for SHRM-CP/SHRM-SCP Exam
- Mock Exam and Q&A Session

Registration form on the Training Course: Society for Human Resource Management (SHRM)

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

Delegate Information

Full Name (Mr / Ms / Dr / Eng):

Position:

Telephone / Mobile:

Personal E-Mail:

Official E-Mail:

Company Information

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Address:

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Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng):

Position:

Telephone / Mobile:

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Payment Method

- Please find enclosed a cheque made payable to Global Horizon
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