



*Training Course:  
Human Resources and Training: Integrated  
Approaches for Success*

*30 June - 11 July 2025  
Cape Town (South Africa)  
DoubleTree by Hilton Cape Town - Upper Eastside*

## Training Course: Human Resources and Training: Integrated Approaches for Success

Training Course code: HR235636 From: 30 June - 11 July 2025 Venue: Cape Town (South Africa) - DoubleTree by Hilton Cape Town - Upper Eastside Training Course Fees: 9520 € Euro

### Introduction

This program, designed by Global Horizon Training Center, integrates key HR functions with effective training and development strategies to ensure organizational success. Participants will learn how to leverage HR processes to enhance employee performance, build stronger teams, and improve overall business outcomes. By combining best practices in HR management and training coordination, this course equips HR professionals with the tools to foster a high-performing workforce.

### Objectives

- Gain a deep understanding of the connection between HR management and employee training.
- Learn to design and implement integrated training programs that align with organizational goals.
- Develop skills in talent acquisition, employee development, and performance management.
- Build effective communication and leadership strategies within HR and training teams.
- Understand how to evaluate training effectiveness and its impact on business performance.
- Master resource management, budgeting, and scheduling for training initiatives.

### Course Methodology

- Interactive Lectures: Engaging sessions with expert-led discussions on HR and training integration.
- Case Studies: Analyzing real-life business scenarios to apply learned concepts.
- Group Work & Discussions: Collaborative exercises to enhance practical understanding.
- Hands-on Workshops: Practical workshops for designing and implementing training programs.
- Role-Playing and Simulations: Experience real-world HR and training challenges through role play.
- Assessments: Ongoing evaluations to track participant learning and application.

### Organizational Impact

- Enhanced HR functions that are closely aligned with organizational objectives.
- Improved employee performance and development through targeted training programs.

- Streamlined training processes that improve efficiency and reduce costs.
- A culture of continuous learning and development, leading to higher employee engagement and retention.
- Strengthened strategic HR and training leadership capabilities within the organization.

## Target Audience

- HR professionals looking to integrate training and development with overall HR management.
- Training coordinators and specialists seeking to align training programs with business needs.
- Senior HR leaders looking to enhance HR and training strategies across the organization.
- Managers involved in employee development, performance management, and talent acquisition.

## Outlines

### Day 1: Introduction to Human Resources and Training Integration

- Overview of HR functions and training importance.
- Understanding the link between HR management and employee development.
- The role of HR in organizational success and employee performance.

### Day 2: Talent Acquisition and Workforce Planning

- Best practices in recruitment and selection.
- Integrating training strategies into the hiring process.
- Building a workforce plan aligned with organizational goals.

### Day 3: Employee Onboarding and Training Foundations

- Designing effective onboarding programs.
- Setting the stage for continuous employee training.
- Aligning onboarding with organizational culture and values.

### Day 4: Employee Performance Management

- Establishing performance expectations and standards.

- Linking training with performance appraisals and feedback.
- Tools for tracking employee performance and development.

#### Day 5: Designing and Developing Training Programs

- Key principles for designing training programs that meet business needs.
- Aligning training with performance and skill gaps.
- Selecting appropriate training methods and delivery formats.

#### Day 6: Training Program Implementation and Delivery

- Effective delivery of training sessions virtual and in-person.
- Engaging learners and ensuring active participation.
- Managing logistics, schedules, and resources during training.

#### Day 7: Resource Management and Budgeting for Training

- Developing and managing training budgets.
- Allocating resources effectively for training initiatives.
- Negotiating with training vendors and managing external resources.

#### Day 8: Evaluating Training Effectiveness

- Setting up KPIs to measure training outcomes.
- Conducting feedback and assessments to evaluate training success.
- Understanding ROI for training programs and their impact on organizational performance.

#### Day 9: Communication and Collaboration within HR and Training Teams

- Building effective communication channels between HR and training teams.
- Enhancing collaboration between managers, HR, and training departments.
- Leveraging technology for HR and training coordination.

#### Day 10: Strategic Planning and Continuous Improvement



- Building a strategic HR and training roadmap.
- Using insights from evaluations to improve future programs.
- Implementing continuous learning and development strategies in the workplace.

## Registration form on the Training Course: Human Resources and Training: Integrated Approaches for Success

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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

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
- Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
or training@gh4t.com

Complete & return the  
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to: Global Horizon  
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