People & Culture Learning Group *(Formerly Human Resources)*

The People & Culture Learning Group is a 6-week, interactive virtual program that provides the knowledge and practical skills for human resources administration and management, as well as looking at the progressive approach to managing people.

Being intentional about people and culture is about integrating decisions about people with the vision, mission, goals, values, and culture of the organization to build organizational capacity and achieve greater mission impact.

This 6-session learning group explores the core functions of human resources management, taking into consideration compliance, strategy and tactics, providing participants with a complete overview of human resources, with tips and tools to start or grow an effective People & Culture program.

Sessions & Topics

Session 1: Human Resource Management and Impact on People & Culture
- History of HR Management
- COVID & Racial Injustice
- Equality, equity and social justice
- Shifting practices in HR

Session 2: Strategic Human Resource Management
- Mission & culture, organizational goals
- Compensation policy & benefits, pay structures
- Job classification and descriptions
- Managing risk, HR audits

Session 3: Talent Acquisition: Recruitment & Selection
- Recruitment, job announcements, sourcing, selection process
- Applications, interviews, offers, references

Session 4: Talent Management: Employee Relations
- Engagement, recognition, retention
- New hire process, onboarding, benefits & rewards
- Time off, safety & well-being; COVID protocol
- Employee notifications, probations, payroll, employee records, handbooks

Session 5: Talent Management: Employee Development
- Succession & bench strength
- Employee development plans
- Learning needs, opportunities, and evaluation

Session 6: Talent Management: Performance Management
- Performance assessment, system, rewards, appraisals
- Employee improvement plans, disciplinary actions, terminations & exit procedures

Who Should Attend

This course best serves:

- Human Resource/Talent Development professionals
- Hiring managers
- Anyone that would like to shift the focus of Human Resources from "human capital" to "people and culture"
- The accidental HR Manager (e.g., directors or administrative professionals who find themselves managing HR has part of their many other functions)
- Professionals new to HR who are looking for guidance on where to start and how to excel in HR
- HR Assistants, coordinators or managers looking to gain more knowledge about HR