

Human Resources Lifecycle Training: Mastering The Employee Journey

Duration: 5 Days

Language: en

Course Code: MG1-126

Objective

Upon the completion of this course, participants will be able to:

- Provide a comprehensive understanding of the HR lifecycle and its importance.
- Equip participants with practical skills for managing each stage of the employee journey.
- Teach strategies for aligning HR practices with organisational objectives.
- Enhance participants' ability to foster employee engagement and retention.
- Introduce tools and technologies for efficient HR lifecycle management.

Audience

This course is designed for:

- HR professionals seeking to enhance their expertise in lifecycle management.
- Team leaders and managers responsible for employee engagement and development.
- Business owners and entrepreneurs looking to implement effective HR practices.
- Individuals aspiring to build a career in human resources.

Training Methodology

This course combines theoretical instruction with practical, hands-on learning. Lectures are supplemented by case studies, role-playing exercises, and group discussions that simulate real-world HR scenarios. Participants will engage in interactive workshops to design HR lifecycle strategies tailored to their organisational contexts.

The course includes technology demonstrations, showcasing HR software and analytics tools that optimise lifecycle processes. Trainers will guide participants through exercises such as creating onboarding programs, conducting mock interviews, and developing performance management frameworks.

Participants will receive personalised feedback and coaching throughout the training. Additional resources, such as templates, checklists, and access to digital tools, will be provided to support the ongoing application of the skills learned.

Summary

The "Human Resources Lifecycle Training: Mastering the Employee Journey" course provides a comprehensive understanding of the HR lifecycle and its critical role in shaping organisational success. Covering every stage of the employee experience—from recruitment to offboarding—this training equips HR professionals with the knowledge and tools needed to manage the complete lifecycle efficiently and effectively.

Participants will explore the key phases of the HR lifecycle, including talent acquisition, onboarding, performance management, learning and development, retention strategies, and

exit processes. The course emphasises aligning HR strategies with organisational goals, ensuring seamless transitions between lifecycle stages while enhancing employee satisfaction and engagement.

Through case studies, workshops, and interactive discussions, participants will gain practical insights into implementing best practices in workforce planning, fostering a culture of continuous improvement, and addressing challenges such as talent shortages and turnover. The training also delves into the use of technology and analytics to streamline HR processes and improve decision-making.

Ideal for HR professionals, team leaders, and managers, this course aims to enhance participants' ability to attract, develop, and retain top talent while maintaining a high-performance organisational culture. By the end of the training, participants will have the skills to optimise the HR lifecycle, contributing to employee satisfaction, productivity, and long-term business success.

Course Content & Outline

Section 1: Introduction to the HR Lifecycle

- Overview of the HR lifecycle stages
- The strategic importance of managing the employee journey
- Key challenges and opportunities in HR lifecycle management

Section 2: Talent Acquisition and Recruitment

- Workforce planning and job analysis
- Sourcing and attracting top talent
- Best practices in recruitment and selection processes

Section 3: Onboarding and Integration

- Designing an effective onboarding program
- Building relationships and integrating new hires into the company culture
- Strategies for reducing new hire turnover

Section 4: Performance Management and Development

- Setting performance goals and conducting appraisals
- Implementing continuous feedback mechanisms
- Identifying and addressing skills gaps through training

Section 5: Employee Retention and Engagement

- Strategies for fostering a positive work environment
- Recognising and rewarding employee contributions
- Addressing common causes of employee turnover

Section 6: Offboarding and Exit Management

- Ensuring a smooth and respectful exit process
- Conducting exit interviews to gather valuable feedback
- Transitioning responsibilities and maintaining organisational knowledge

Section 7: Technology and Analytics in HR

- Leveraging HR technology to streamline lifecycle processes
- Using HR analytics to drive data-informed decisions
- Tools for tracking and measuring HR lifecycle success

Certificate Description

Upon successful completion of this training course, delegates will be awarded a Holistique Training Certificate of Completion. For those who attend and complete the online training course, a Holistique Training e-Certificate will be provided.

Holistique Training Certificates are accredited by the British Assessment Council (BAC) and The CPD Certification Service (CPD), and are certified under ISO 9001, ISO 21001, and ISO 29993 standards.

CPD credits for this course are granted by our Certificates and will be reflected on the Holistique Training Certificate of Completion. In accordance with the standards of The CPD Certification Service, one CPD credit is awarded per hour of course attendance. A maximum of 50 CPD credits can be claimed for any single course we currently offer.

Categories

Administration & Secretarial, Human Resources Management (HRM)

Tags

HR, Human Resource, Employee Journey

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