



Developing Competency Framework & Conducting Competency Assessment Course



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Developing Competency Framework & Conducting Competency Assessment Course Overview:

This course is meticulously designed to equip HR professionals, managers, and organizational development practitioners with the skills needed to develop a comprehensive competency framework and conduct effective competency assessments within their organizations. It offers a deep dive into understanding, identifying, and applying behavioral competencies across various organizational roles, enhancing the alignment between individual performance and strategic business goals. Participants will learn how to create a tailored competency framework, identify competency gaps, and develop strategies for competency assessment and enhancement, ensuring a robust foundation for talent management and development initiatives.

Target Audience:

- HR professionals and managers
- Organizational development practitioners
- Talent management specialists
- Business leaders and executives

Targeted Organizational Departments:

- Human Resources
- Talent Development and Management
- Organizational Development
- Leadership and Executive Management

Targeted Industries:

- All industries seeking to improve organizational performance and employee development, including but not limited to:
 - Healthcare
 - Technology
 - Finance and Banking
 - Education
 - Public Sector

Course Offerings:

By the end of this course, participants will master:

- Foundations of Competency Framework Development
- Techniques for Conducting Competency Assessments
- Strategies for Identifying and Addressing Competency Gaps
- Best Practices for Integrating Competency Models into HR Processes
- Approaches for Linking Competencies with Business Objectives and KPIs

Training Methodology:

The course adopts a blend of theoretical lectures and practical applications, utilizing case studies and real-world examples to ensure an interactive learning environment. Through group discussions, feedback sessions, and hands-on activities, participants will engage in a comprehensive learning experience that fosters practical application of knowledge in their real-life work settings.

Course Toolbox:

- Theoretical lectures and presentations
- Group discussions and workshop sessions
- Case studies and practical exercises
- Training materials and assessment tools
- Interactive activities and practical applications

Course Agenda:

Day 1: Understanding Behavioral Competencies in Job Analysis and Performance Evaluation

- **Topic 1:** Introduction to Behavioral Competencies and Their Importance in Social Service
- **Topic 2:** The Role of Behavioral Competencies in Job Analysis
- **Topic 3:** Integrating Behavioral Competencies into Performance Evaluation
- **Topic 4:** Strategies for Measuring Competencies During Employment
- **Reflection & Review:** Recap of Behavioral Competencies in Professional Evaluation and Job Analysis



Day 2: Identifying Competency Gaps through Behavioral Indicators

- **Topic 1:** Overview of a Competency Dictionary and Its Classification
- **Topic 2:** Identifying Core, Enabling, Functional, and Managerial Competencies
- **Topic 3:** Linking Behavioral Indicators with Functional and Managerial Competencies
- **Topic 4:** Assessing Competency Gaps through Behavioral Indicators
- **Reflection & Review:** Reviewing the Process of Identifying and Classifying Competency Gaps

Day 3: Developing Behavioral Indicators for Different Types of Competencies

- **Topic1:** Developing Behavioral Indicators for Core Competencies
- **Topic2:** Developing Behavioral Indicators for Managerial Competencies
- **Topic3:** Developing Behavioral Indicators for Functional Competencies
- **Topic4:** Developing Behavioral Indicators for Enabling Competencies
- **Reflection & Review:** Reflecting on Developing Behavioral Indicators for Different Types Of Competencies

Day 4: Competency Management for Career Progression

- **Topic 1:** Succession and Replacement Planning Using Competencies
- **Topic 2:** The Role of Competencies in Promotion, Succession, and Replacement
- **Reflection & Review:** Reflecting on the Integration of Competencies in Career Development

Day 5: Competencies in Training and Continuous Improvement

- **Topic 1:** Linking Continuous Improvement Culture with Competency Development
- **Topic 2:** Training Needs Analysis and Identifying Training Gaps
- **Topic 3:** Connecting Competencies with Key Performance Indicator Dimensions
- **Reflection & Review:** Summary and Next Steps in Competency-Based Training and Improvement

How This Course is Different from Other Behavioral Competencies Development Courses:

Unlike traditional courses that focus solely on the theoretical aspects of competency frameworks, this course provides a hands-on approach that combines theory with practical application. It is specifically designed to empower participants with the tools and knowledge to implement competency frameworks and assessments directly into their organizational practices, thereby enhancing both individual and organizational performance. The course is tailored to address the unique challenges and opportunities within various industries, making it relevant and applicable across a broad spectrum of professional settings.



Training Course Categories

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Human Resources Training and Development Courses

IT Security Training & IT Training Courses

Leadership and Management Training Courses

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Maintenance Training and Engineering Training Courses

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Occupational Health, Safety and Security Training Courses

Personal & Self-Development Training Courses

Quality and Operations Management Training Courses

Secretarial and Administration Training Courses

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