



Accredited Competency Professional

Approved Provider :



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Accredited Competency Professional (ACP)

INTRODUCTION

Here is an opportunity to be accredited as a Competency Professional. The programme created by competency specialists is designed to produce world class competency experts. For high returns on investment, the use of competency management for acquisition, deployment and development of talent has to be enterprise - driven and supported by management. Only a few organisations have successfully leveraged the business impact of competencies.

The ACP workshop is a comprehensive five day training to enable you to implement the competency framework in organisations. You will gain skills essential for smooth management of competencies and learn from organisational best practices. Successful participants will receive certification from SMR. A SMR accreditation lets you into a select group of outstanding competency professionals, who are recognised internationally for their high impact consulting style and competency expertise.

Accredited Competency Professionals are licensed to consult using SMR's proprietary materials and will have access to all materials published by SMR and learn how to use HRDPower®, the competency based software.



➔ DESIGNED FOR

This workshop is designed for those whose roles require them to implement and manage competency initiatives.



➔ PRIOR KNOWLEDGE

Some knowledge of HR processes preferred



➔ WORKSHOP OBJECTIVES

On completion of this workshop, participants will be able to:

1. Determine competency frameworks
2. Describe methods of competency profiling for competency developing profiles
3. Identify appropriate competency assessment methods
4. Identify competency applications in Competency & Talent Development
5. Follow practical implementation methods
6. Report to Management on the return on expectations (ROE) of Competency Management



➔ COMPETENCIES ADDRESSED

Ability to implement a competency management initiative

➔ MODEL REFERENCE

- HRDPower® Model
- Page Framework®



➔ BENEFITS OF ACCREDITATION

- Join an international group of Accredited Competency Professionals
- Implement competency best practices in your organisation



➔ LEARNING APPROACH

This workshop will be conducted in a participative and practical way. Participants will learn to use templates and be able to refer to best practices.

They will be able to apply what they learned almost immediately when they return to the job.

➔ DURATION

5 days

➔ CERTIFICATION REQUIREMENTS

1. Complete the pre-course work / teleseminar.
2. Complete the required onsite training programme.
3. Complete a two hour written test during the programme.
4. Complete one written assignment.

➔ ILM INTERNATIONAL (OPTIONAL)

Approved Ilm Development Certificate

The Institute of Leadership & Management (ILM) is a professional body which aims to build leadership and management capability at individual, team and organisational levels.

As the premier awarding body for Leadership and Management qualifications, ILM is uniquely placed to evaluate and endorse in-house training schemes that meet external benchmarks for development. As an approved ILM Development Programme, it provides instant industry-wide recognition of the standards and quality of our programme.

All candidates receive an ILM Development certificate on completion of their course, marking their professional development, along with six months' trial membership of ILM, offering them access to a wealth of expert information, advice and support services to maximise their training experience and encourage CPD.

➔ THE ACCREDITATION AWARD

On successful completion of the ACP workshop, participants will receive accreditation from Dr. R. Palan, Chairman and CEO of SMR HR Group and author of the book: *Competency Management: A practitioner's guide*.

➔ WORKSHOP CONTENT

Module One:

1. Introduction to Competency Management
2. Competency Frameworks
 - Core Competency
 - Role
 - Behavioural
 - Functional/Technical

Module Two:

1. Methods of Competency Profiling
2. Competency Profiling
 - Behavioural
 - Functional
3. Gathering data and determining standards
4. Validating the Competency Profile
5. Mapping Profiles to Jobs & Roles

Module Three:

1. Competency Assessment Methods
2. RIOT Model
3. Pros and cons of different assessments
4. Interpreting information gained
5. Validity of assessments
6. Managing the data

Module Four:

1. Strategic Workforce Planning and Human Capital Needs
2. Competency Applications
3. Competency & Talent Development
4. Creating Talent Pools
5. Talent Development - Accelerated Management & HIPO programmes
6. Competency Assurance Management Systems (CAMS)
7. Succession Planning
8. Career Planning & Development

Module Five:

1. Competency Implementation
2. A Project Management approach

Module Six:

1. Technology for competency implementation
2. Reporting to Management (ROE)