

# Diploma in Human Resource Management

Bootcamp, 1<sup>st</sup> Nov to 4<sup>th</sup> November 2022

9am to 6pm

Month	Day	Content
Tuesday	1 <sup>st</sup>	Definitions and key activities of human resource management (HRM)
		Individual and group behaviour
		Managing team development
Wednesday	2 <sup>nd</sup>	Performance planning, objective setting, evaluation, and management. Motivation and leadership
		Strategic human resource and employment planning
		Job analysis, design, and specification setting. Recruitment, selection, and probation.
Thursday	3 <sup>rd</sup>	Retention, training & development, training needs analysis
		Grievance and disciplinary processes.
		Reward and benefits management and compensation administration.
Friday	4 <sup>th</sup>	Organisational career management
		Employee relations - culture, arbitration, negotiations

***\*Please note this is a provisional timetable and subject to change.***

IBAT College Dublin

16 – 19 Wellington Quay

Dublin 2

Call: 01 807 5055

Email: [enquiry@ibat.ie](mailto:enquiry@ibat.ie)

Website: [www.ibat.ie](http://www.ibat.ie)