# Training Course on Advanced Human Resource Management in Education

Professional Development Training Course Outline

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|---|---|---|---|
| **Category** | Educational Leadership and Management | **Duration** | 10 Days |
| **Base Fee** | $3,000 USD | **Delivery Mode** | Online / On-site Hybrid |

## Course Introduction

In today’s dynamic educational environment, Advanced Human Resource Management (HRM) plays a pivotal role in enhancing institutional performance, talent development, and educational excellence. This course is designed specifically for educational leaders, administrators, and HR professionals. Training Course on Advanced Human Resource Management in Education focuses on strategic workforce planning, talent acquisition, teacher retention strategies, performance management systems, and digital transformation in HRM. Participants will gain actionable insights and skills to develop robust HR practices that foster a thriving academic culture and drive sustainable growth.

Education sectors globally are navigating complex challenges, including staff shortages, technological integration, equity in hiring, and leadership succession planning. This training course empowers participants to align HR functions with institutional goals, implement data-driven HR practices, and leverage AI and HR analytics to optimize decision-making. With real-world case studies, interactive modules, and evidence-based strategies, learners will leave with the competencies needed to lead the future of HRM in education.

## Programme Curriculum

**Training Course on Advanced Human Resource Management in Education**

**Introduction**

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**Course Objectives**

1. Understand strategic HR management practices tailored for educational institutions.
2. Apply talent acquisition and teacher recruitment best practices.
3. Design and implement performance appraisal systems in schools.
4. Enhance employee engagement and wellbeing initiatives for educators.
5. Navigate educational HR policy and compliance standards.
6. Build effective succession planning frameworks.
7. Integrate AI in HRM and explore digital HR tools.
8. Promote diversity, equity, and inclusion (DEI) in hiring and leadership.
9. Develop HR analytics dashboards for informed decision-making.
10. Foster conflict resolution and mediation skills among school staff.
11. Understand labor law applications in the education sector.
12. Implement remote work strategies for teaching and non-teaching staff.
13. Strengthen leadership development and training pathways for educators.

**Target Audience**

1. School Principals and Heads of Institutions
2. HR Managers in Education
3. Education Policy Makers
4. University Administrators
5. Educational Consultants
6. District Education Officers
7. Training and Development Officers
8. Human Capital Strategists in Academia

**Course Duration:** 10 days

**Course Modules**

**Module 1: Foundations of HRM in Education**

- Overview of HR functions in academic settings
- Key HR trends in education
- Role of HR in academic excellence
- HR lifecycle: From recruitment to retention
- Ethical HR practices in schools
- *Case Study: HR transformation in a public school district*

**Module 2: Talent Acquisition & Workforce Planning**

- Recruitment strategies for quality educators
- Digital platforms for teacher hiring
- Workforce forecasting models
- Employer branding in education
- Onboarding and induction planning
- *Case Study: High-impact hiring in a charter school network*

**Module 3: Performance Management Systems**

- Designing educator evaluation tools
- SMART goals for faculty and staff
- Feedback culture in academic institutions
- Linking performance to professional development
- Managing underperformance
- *Case Study: Performance-based incentives in private schools*

**Module 4: Employee Engagement & Retention**

- Drivers of engagement in education
- Retention strategies for high-performing teachers
- Building a positive work culture
- Recognition and reward systems
- Exit interviews and attrition analytics
- *Case Study: Reducing teacher turnover in rural schools*

**Module 5: Policy, Legal, and Compliance**

- Overview of educational labor laws
- Developing institutional HR policies
- Compliance with equity regulations
- Documentation and audit preparedness
- Managing grievances and complaints
- *Case Study: Legal crisis management in a school setting*

**Module 6: Succession Planning and Leadership Pipelines**

- Identifying future leaders in education
- Competency frameworks
- Coaching and mentoring programs
- Talent mobility within school systems
- Knowledge transfer strategies
- *Case Study: Building a leadership bench in a university system*

**Module 7: Integrating AI and HR Technologies**

- Introduction to HR tech tools
- AI applications in recruitment and evaluation
- Using LMS for staff development
- Automating HR workflows
- Data privacy and cybersecurity in HRM
- *Case Study: AI-powered HR practices in an international school*

**Module 8: Diversity, Equity, and Inclusion (DEI)**

- DEI definitions and importance in education
- Bias-free recruitment techniques
- Inclusive leadership and decision-making
- Supporting underrepresented groups
- Measuring DEI impact with data
- *Case Study: Inclusive hiring practices at a liberal arts college*

**Module 9: HR Analytics and Data-Driven Decisions**

- What is HR analytics?

- Key HR metrics and KPIs in education
- Using dashboards and visualization tools
- Predictive analytics for staffing
- Making strategic HR decisions with data
- *Case Study: Data-driven teacher placement in a school district*

**Module 10: Conflict Resolution and Mediation**

- Sources of conflict in educational settings
- Conflict management styles
- Mediation strategies for HR professionals
- Role of HR in resolving staff disputes
- Documentation of conflict outcomes
- *Case Study: Successful mediation between school departments*

**Module 11: Labor Relations and Union Management**

- Understanding education labor unions
- Collective bargaining principles
- Building cooperative labor relationships
- Managing strikes and disruptions
- Contract negotiation essentials
- *Case Study: Navigating union negotiations at a public college*

**Module 12: Professional Development & Training**

- Planning CPD (continuous professional development)
- Creating learning roadmaps for staff
- Internal vs external training models
- Evaluating training ROI
- Using LMS for educator upskilling
- *Case Study: Teacher training reform in a national curriculum project*

**Module 13: Remote Work and Flexible Policies**

- Trends in hybrid teaching models
- Remote work HR policies
- Managing performance remotely
- Tech tools for remote HRM
- Cybersecurity for remote workers
- *Case Study: Adopting remote work in university HR operations*

**Module 14: Change Management in HRM**

- HR’s role in institutional change
- Leading change initiatives in schools
- Communicating change effectively
- Overcoming resistance
- Building resilient HR systems
- *Case Study: HR-led restructuring of an academic department*

**Module 15: Strategic HR Leadership in Education**

- Characteristics of HR leaders in academia
- Linking HR to school strategy
- Influencing decision-making at the executive level

- Building cross-functional HR teams
- Measuring HR's impact on educational outcomes
- *Case Study: Strategic HR alignment at a top-performing school*

**Training Methodology**

- Interactive expert-led workshops and webinars
- Group discussions and peer learning
- Hands-on simulation and role-play exercises
- Case study analysis and problem-solving
- Use of real-life educational HR scenarios
- Online access to toolkits, templates, and resources

**Register as a group from 3 participants for a Discount**

**Send us an email: info@fineskilltrainingcenter.org or call** *+254769199797*

***Certification***

*Upon successful completion of this training, participants will be issued with a globally- recognized certificate.*

***Tailor-Made Course***

*We also offer tailor-made courses based on your needs.*

**Key Notes**

**a.** The participant must be conversant with English.

**b.** Upon completion of training the participant will be issued with an Authorized Training Certificate

**c.** Course duration is flexible and the contents can be modified to fit any number of days.

**d.** The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

**e.** One-year post-training support Consultation and Coaching provided after the course.

**f.** Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

## Upcoming Scheduled Sessions

| Start Date | End Date | Location | Price |
|---|---|---|---|
| **23 Nov 2026** | 04 Dec 2026 | Online | $2,000 |
| **23 Nov 2026** | 04 Dec 2026 | Physical | $3,000 |
| **23 Nov 2026** | 04 Dec 2026 | Physical | $6,000 |

| Start Date | End Date | Location | Price |
|---|---|---|---|
| **23 Nov 2026** | 04 Dec 2026 | Physical | $6,000 |
| **23 Nov 2026** | 04 Dec 2026 | Physical | $12,000 |
| **23 Nov 2026** | 04 Dec 2026 | Physical | $9,000 |
| **23 Nov 2026** | 04 Dec 2026 | Physical | $12,000 |
| **23 Nov 2026** | 04 Dec 2026 | Physical | $12,000 |

Ready to enroll or request a customized program? Book online or contact us:

**Register Online Now**

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com