

IHRDC

International Human Resources Development Corporation

2012 REGIONAL OFFERING

Building a World-Class Workforce:
A Competency-Based Approach

Houston

FEBRUARY 13 – 17, 2012

Dubai

MARCH 11 – 15, 2012

Kuala Lumpur

JULY 9 – 13, 2012



Building a World-Class Workforce: A Competency-Based Approach

5 DAYS

PROGRAM OBJECTIVES

Today's professionals are at the forefront of change in their organizations. They are asked to implement new technologies, lead process improvement efforts, reduce business costs and enable innovation. This interactive workshop is designed for those change leaders, both in line and in Human Resource roles. Align your employees and team learning with the success of your business vision and mission. Explore the principles behind the Balanced Scorecard and how to develop Workforce and Human Resource Scorecards that align with the organization's strategic objectives and financial targets. Then learn the application of the competency management process in the development of a world-class workforce - one that learns and improves as global business conditions change without losing competitive focus.

WHO SHOULD ATTEND

This workshop is designed for line managers (technical and administrative) looking to derive measurable competitive advantage from their people, as well as HR and Training Professionals responsible for taking the lead in aligning workforce contribution with the business strategy and financial targets.

INSTRUCTIONAL FORMAT

The learning format consists of short lectures, group discussion, and practical demonstrations and assignments that enhance the learning and allow participants to apply these modern "best practices" immediately upon returning to their organizations.

PROGRAM CONTENT

Human Capital Issues - What is it? Who owns? How Measurable?
Is Return on Human Capital part of your Business Scorecard?
A Strategic Approach to Workforce Competencies
Developing a Competent Workforce - Where to Start?
Leadership, Technical and Behavioral Competencies
The Balanced Scorecard - Building and Aligning the Workforce and HR Components
Competency Management
 Competency Assurance
 Creating Relevant Job Descriptions
 Competency Models
 How to Conduct Accurate Assessment
 Skill Gap Assessment
 Individual Development Plans (IDP's)
 Aligning IDP's with Business Targets
 Training Alignment
Metrics - How to Measure Success
A Project Management Approach to Competency
In Closing - The Line Manager/HR Relationship

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WORKSHOP

The program consists of several project workshops conducted in a team environment. Participants will first work in teams exploring the mechanics of the Balanced Scorecard process, before working individually on their own Workforce Plan. Additionally, there will be workshop activities involving the development of job descriptions and competency statements and models, understanding and conducting employee assessments, capturing learning gaps and preparing appropriate development plans to eliminate the gaps, in turn providing the start point for a baseline assessment and initial Individual Development Plan. The workshop will reinforce the complete competency development process and allow participants to take away a practical hands-on experience from the program that can be immediately used back home on the job.

There will be a short online assessment for individuals to experience the use of software typically used in the competency management process.

The sessions include:

- Outlining a Balanced Scorecard
- Developing the Workforce and HR components of the Scorecard
- Developing a Job Description template
- Building Competency Statements
- Developing a Job Competency Model
- Performing assessment activities
- Creating aligned Individual Development Plans

“This program is must for any serious HR practitioner. I cannot stop talking about it!”

–2010 participant

Instructors

ROBERT H. MEYER



Robert H. (Bob) Meyer has a diverse background in both the domestic and international oil arena, with over 26 years of experience in the Mobil and ExxonMobil Corporations. Bob began his career as a Human Resources Executive in Mobil's upstream organization in Dallas, New Orleans, Norway and New York. Following global assignments at both Mobil's Corporate HQ in New York and its worldwide R&D HQ in Princeton, NJ, he joined Mobil's Downstream organization where he moved through successive assignments as the Director, Corporate Services and board member, Mobil Oil Australia, Melbourne and Director, Human Resources, U.S. Marketing and Refining in Fairfax, VA. Upon completion of Mobil's transformational global Staff Redesign Project (SRP) he was appointed to the newly created position, VP and General Manager, Shared Services, with global responsibility for Security, Real Estate, Medical, and Aircraft operations and U.S.-wide portfolio of Human Resources, Public Relations, Legal, Environmental Health & Safety and Accounting services. He returned to the Downstream as President, Mobil Oil Latin America, responsible for Fuels and Lubricant sales, marketing, refining and distribution activities in Central and South America as well as the Caribbean. Coincident with Exxon's purchase of Mobil, he was appointed Director, ExxonMobil Latin America Lubricants Company. His final assignment was Director, Downstream Services, responsible for managing the implementation of new Fuels, Lubricant, Refining and Supply processes worldwide. Bob received a B.S. in General Engineering from the United States Military Academy at West Point, New York and earned a M.A. in Human Resources and Business Management from Webster College, St. Louis.

ROBERT W. TAYLOR



Robert W. Taylor is Vice President of Global Business Development for IHRDC and an instructor in its Energy Management Programs. Since joining IHRDC in 1999, he has coordinated worldwide sales and business opportunities in Asia Pacific and Sub Sahara Africa, provided learning and competency development advice and ensured quality products and services for all IHRDC clients. From 1977 to 1999, Mr. Taylor held positions of increasing responsibility for Otis Engineering and Halliburton Energy Services. In 1995, he became the Halliburton Scandinavian Business Development Manager, responsible for all of the service offerings of Halliburton and for proposing commercial opportunities involving integrated services and products. Mr. Taylor holds a Master's Degree in Adult and Organizational Learning from Suffolk University, and a B.S. degree in Mechanical Engineering from the University of Kentucky. Recently, he has completed certificate level courses from Cornell ILR School in Advanced HR Studies. He is a long-time member of the Society of Petroleum Engineers, ASTD, and an author of numerous technical and professional papers.

Program Fee

HOUSTON, KUALA LUMPUR: US\$3,750

DUBAI: US\$3,950

IHRDC will provide a discount to companies who enroll five or more participants.

The fee for this Program includes instruction, instructional materials, breaks and lunch during session days and miscellaneous conference expenses. Fees do not include travel, hotel expenses or morning and evening meals; these are the responsibility of the enrollee. Payment should be made by wire transfer, credit card or by check in U.S. funds drawn on a U.S. Bank. Fees must be paid in full prior to the first day of the program.

Enrollment Form

Fax this completed page to: 1.617.536.4396 or 1.617.247.6669

By mail, send to: IHRDC Management Programs

535 Boylston Street, Boston, MA 02116 U.S.A.

Questions? Call 1.617.536.0202 or E-mail us at registrar@ihrdc.com

ENROLLMENT CODE

IWEB12

The Enrollment Code is required when registering for this course.

BUILDING A WORLD-CLASS WORKFORCE:

A COMPETENCY-BASED APPROACH

<input type="checkbox"/> HOUSTON	FEBRUARY 13 – 17, 2012	\$3,750 (U.S.\$)
<input type="checkbox"/> DUBAI	MARCH 11 – 15, 2012	\$3,950
<input type="checkbox"/> KUALA LUMPUR	JULY 9 – 13, 2012	\$3,750

CONTACT INFORMATION (Please type or print clearly.)

Name _____

Job Title/Position _____

Company _____

Address _____

City/State _____

Country _____

Telephone _____

Fax _____

E-mail _____

PAYMENT METHOD

Fee Enclosed

Please Invoice

Send to the attention of: _____

Mastercard

Visa

American Express

Discover

Card Number _____

Exp. Date _____

Signature of Cardholder _____

2012 Petroleum Business Workshops

INTERNATIONAL LOCATIONS

HOUSTON

International Gas Business Workshop

JAN. 30 – FEB. 3, 2012

Building a World-Class Workforce: A Competency-Based Approach

FEBRUARY 13 – 17, 2012

Offshore E&P Project Development Workshop

MARCH 26 – 30, 2012

BALI

Petroleum Project Economics & Risk Analysis

FEBRUARY 13 – 16, 2012

International Gas Business Workshop

FEBRUARY 20 – 24, 2012

RIO DE JANEIRO

International Gas Business Workshop

MARCH 5 – 9, 2012

DUBAI

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MARCH 11 – 15, 2012

Overview of the International Petroleum Business

APRIL 16 – 19, 2012

DOHA

LNG Business Workshop

APRIL 22 – 24, 2012

KUALA LUMPUR

Building a World-Class Workforce: A Competency-Based Approach

JULY 9 – 13, 2012

IHRDC

WORLDWIDE LOCATIONS

IHRDC/CORPORATE HEADQUARTERS

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IHRDC/HOUSTON

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Email: houston@ihrdc.com

IHRDC/AMSTERDAM

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IHRDC/CAIRO

55, Road 206, Digla, Maadi, Cairo, Egypt

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