



HUMAN RESOURCES AND TRAINING

Certificate in Competency Development and Implementation

Course code: HRT-033

SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

info@sparktraining.eu

+31 85 115 0004 | sparktraining.eu

— Workshop Overview

Organizations that consistently perform at a high level are those that clearly define, develop, and manage the competencies required for success. Competency frameworks provide a structured approach to aligning employee capabilities with organizational goals, improving performance, and supporting talent development. Without well-defined competencies, organizations often face challenges in recruitment, performance management, and employee development. This programme is designed to provide practical knowledge and tools for developing, implementing, and managing competency frameworks. It focuses on translating business strategy into measurable skills, behaviors, and capabilities that drive performance and organizational effectiveness.

Why Attend

This programme combines practical application with strategic insight:

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- Real-world competency framework case studies
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- Interactive workshops and group discussions
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Who Should Attend

HR Managers and HR Business Partners
Organizational Development Specialists
Learning and Development Professionals
Talent Management and Performance Specialists
Line Managers involved in staff development
Professionals responsible for competency frameworks

— Learning Objectives

- Understand the principles of competency-based management
- Develop competency frameworks aligned with business strategy
- Identify core, functional, and leadership competencies
- Apply competencies in recruitment, performance management, and training
- Design competency-based assessment methods
- Implement and manage competency frameworks effectively
- Measure and improve competency-based performance

— Course Outline

DAY
1

Foundations of Competency-Based Management

- Introduction to competency concepts and frameworks
- Types of competencies (core, functional, leadership)
- Role of competencies in organizational success
- Linking competencies with business strategy
- Benefits of competency-based approaches
- Overview of competency models and standards

DAY
2

Competency Identification and Mapping

- Techniques for identifying competencies
- Job analysis and role profiling
- Developing competency dictionaries
- Behavioral indicators and proficiency levels
- Mapping competencies to roles and functions
- Practical exercise: competency mapping

DAY
3

Competency-Based Applications in HR

- Using competencies in recruitment and selection
- Competency-based performance management
- Training and development aligned with competencies
- Career development and succession planning
- Assessment centers and evaluation methods
- Case study: applying competencies in HR processes

DAY
4

Implementing Competency Frameworks

- Designing implementation strategies
- Change management in competency adoption
- Communicating competency frameworks to stakeholders
- Integrating competencies into HR systems
- Overcoming implementation challenges
- Practical workshop: implementation planning

DAY

5

Monitoring, Evaluation, and Continuous Improvement

- Measuring effectiveness of competency frameworks
- Performance metrics and KPIs
- Continuous improvement strategies
- Aligning competencies with evolving business needs
- Best practices in competency management
- Final case study and action planning

— Upcoming Classroom Dates

DATE	LOCATION	FEE
5 - 9 October 2026	Barcelona - Spain	€2,125
16 - 20 November 2026	Amsterdam - Netherlands	€2,100
7 - 11 December 2026	London - United Kingdom	€2,100
21 - 25 December 2026	Munich - Germany	€1,725
11 - 15 January 2027	London - United Kingdom	€2,100
8 - 12 February 2027	Amsterdam - Netherlands	€2,125
8 - 12 March 2027	Paris - France	€2,250
12 - 16 April 2027	Cape Town - South Africa	€1,420

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.