



HUMAN RESOURCES AND TRAINING

Designing & Implementing Competency Frameworks

Course code: HRT-070

SPARK TRAINING

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

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— Workshop Overview

Competency frameworks provide organizations with a structured approach to defining, assessing, and developing the knowledge, skills, behaviors, and capabilities required for success. This course equips participants with practical methodologies for designing, implementing, and maintaining competency frameworks that support recruitment, performance management, learning and development, succession planning, and organizational effectiveness.

Why Attend

The course combines presentations, workshops, competency mapping exercises, case studies, group discussions, practical framework design activities, and real-world implementation scenarios to ensure practical application and workplace relevance.

Who Should Attend

HR managers and professionals
Talent management specialists
Learning and development professionals
Organizational development practitioners
HR business partners
Performance management specialists
Managers involved in workforce planning and

— Learning Objectives

- Understand the principles and benefits of competency frameworks
- Design competency models aligned with organizational strategy
- Develop behavioral and technical competency structures
- Integrate competencies into HR and talent management processes
- Establish competency assessment and measurement methods
- Implement competency frameworks effectively across the organization
- Maintain and continuously improve competency systems

Course Outline

**DAY
1**

Foundations of Competency Frameworks

- Understanding the concept and value of competency-based management
- Exploring the role of competencies in organizational performance and talent development
- Reviewing different types of competencies and competency models
- Linking competencies to organizational vision, mission, and strategic objectives
- Understanding competency architecture and framework structures
- Examining best practices in competency framework development

**DAY
2**

Competency Identification and Framework Design

- Conducting job analysis and competency profiling activities
- Identifying core, leadership, functional, and technical competencies
- Developing competency definitions and behavioral indicators
- Establishing proficiency levels and competency standards
- Creating competency dictionaries and framework documentation
- Practical workshop on competency mapping and model design

**DAY
3**

Competency Assessment and Measurement

- Understanding competency assessment methodologies and tools
- Developing assessment criteria and evaluation approaches
- Designing competency-based interviews and assessment processes
- Using behavioral indicators to measure performance and capability levels
- Implementing self-assessment and manager assessment techniques
- Ensuring consistency, fairness, and reliability in competency evaluations

**DAY
4**

Integrating Competencies into Talent Management Processes

- Applying competency frameworks in recruitment and selection
- Integrating competencies into performance management systems
- Using competencies to support learning and development initiatives
- Applying competency models to succession planning and career development
- Supporting workforce planning and talent identification processes
- Aligning competencies with leadership development programs

DAY

5

Implementing and Sustaining Competency Frameworks

- Developing implementation plans and change management strategies
- Communicating competency frameworks across the organization
- Building stakeholder engagement and management support
- Monitoring framework effectiveness and organizational impact
- Reviewing and updating competency frameworks to meet evolving business needs
- Final workshop: Designing a competency framework implementation roadmap

— Upcoming Classroom Dates

DATE	LOCATION	FEE
4 - 8 January 2027	Amsterdam - Netherlands	€1,900
1 - 5 February 2027	London - United Kingdom	€2,100
1 - 5 March 2027	Istanbul - Türkiye	€1,400
5 - 9 April 2027	Vienna - Austria	€2,250
3 - 7 May 2027	Barcelona - Spain	€1,600
7 - 11 June 2027	Paris - France	€2,250
5 - 9 July 2027	Frankfurt - Germany	€1,700
2 - 6 August 2027	Barcelona - Spain	€1,600

— 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.