



HUMAN RESOURCES AND TRAINING

Essential Skills for the Modern HR Practitioner

Course code: HRT-054

SPARK TRAINING

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

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— Workshop Overview

Modern HR professionals are expected to go beyond administration and play a strategic role in attracting talent, developing people, improving performance, and building positive workplace cultures. To succeed, HR practitioners need strong practical skills across recruitment, talent management, learning, employee engagement, and performance systems. This course provides participants with the essential tools and modern practices required to become effective and business-focused HR professionals.

Why Attend

This course uses an interactive and practical approach through presentations, case studies, group discussions, HR simulations, role plays, practical exercises, and real workplace examples.

Who Should Attend

HR Officers
HR Generalists
HR Managers
Recruitment Specialists
Talent Development Staff
Supervisors with HR responsibilities
Anyone building a career in Human Resources

— Learning Objectives

- Understand the strategic role of HR in modern organizations
- Improve recruitment and selection practices
- Apply talent management and retention strategies
- Design effective learning and development initiatives
- Strengthen performance management systems
- Improve employee motivation and recognition practices
- Build practical HR solutions for workplace challenges
- Enhance professional confidence as an HR practitioner

— Course Outline

DAY
1

Foundations of Modern People Management

- Strategic value of people management in organizations
- Importance of attracting and selecting the right talent
- Writing effective job descriptions and role profiles
- Building competency-based selection criteria
- Using assessment centres in hiring decisions
- Modern screening and interviewing approaches
- Exercise: Review a role profile and develop hiring criteria

DAY
2

Talent Management and Workforce Growth

- Connection between talent management and business productivity
- Strategies for attracting internal and external talent
- Effective onboarding and retention practices
- Employee engagement, motivation, and workplace climate
- Succession planning for business continuity
- Case study: Reviewing a talent pipeline and improvement areas

DAY
3

Learning and Development Excellence

- Value and benefits of learning and development
- Creating impactful training and development programmes
- Linking L&D with career growth and progression
- Designing internal learning pathways and curricula
- Coaching and mentoring skills for managers
- Exercise: Build a learning solution for a workforce scenario

DAY
4

Performance Management for Results

- Performance management cycle and core stages
- Setting objectives, KPIs, and standards
- Giving effective feedback and coaching conversations
- Managing poor performance constructively
- Performance management and disciplinary considerations
- Exercise: Role-play a performance review discussion

DAY

5

Motivation, Recognition, and Culture

- Drivers of employee motivation and satisfaction
- Goal alignment to improve engagement
- Recognition methods that improve performance
- Building a positive and productive culture
- Exercise: Design a recognition plan for a multi-disciplinary team
- Course review and reflection on key lessons learned

— Upcoming Classroom Dates

DATE	LOCATION	FEE
5 - 9 October 2026	Amsterdam - Netherlands	€2,125
12 - 16 October 2026	London - United Kingdom	€1,925
9 - 13 November 2026	Barcelona - Spain	€2,125
16 - 20 November 2026	London - United Kingdom	€1,925
7 - 11 December 2026	Barcelona - Spain	€2,125
14 - 18 December 2026	Istanbul - Türkiye	€1,925
21 - 25 December 2026	Amsterdam - Netherlands	€2,100
4 - 8 January 2027	London - United Kingdom	€2,100

— 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.