



HOSCA

management consultants



MANAGING WITHIN THE LAW

AIM AND APPROACH:

This workshop looks at the practical application of Employment Law to the workplace. It uses Case Studies to illustrate the key learning points that modern managers must know.

PROGRAMME OBJECTIVES:

- To establish the context and links for H.R. practices
- To detail the main H.R. procedures and identify how key practices relate to the various points of contact with employees
- To provide examples of how situations with employees are managed

AUDIENCE:

- Team Leaders and Managers

DURATION:

2 Days

AGENDA:

- Introduction, Objectives and Agenda
- H.R. Strategy and Values – explaining the way in which people are strategically managed and emphasising the emergence of values
- Situational Management – overview of the model and examples of how it manifests itself through point of contact
- Legal Framework – overview of all of these with emphasis on key practices and where leaders fit in:
 - Open Door / Grievance
 - Discipline / Dismissal
 - Employment and Promotion
 - Redundancy
 - Health and Safety
 - Harassment
 - Contracts of Employment
 - Leave Entitlement
- People case Studies – series of case studies are presented and small groups are asked to resolve situations illustrating key words and behaviours. Role-plays may be used to enact the findings
- Process Review and Close