

Introduction to the People CMM®

Course Information Sheet



Course Description	<p>Attracting, developing and retaining talented people are the key to any organisation's success. The Introduction to the People CMM® is a three-day course that introduces how your organisation can successfully address its strategic workforce issues.</p> <p>The People Capability Maturity Model® (People CMM®) is a framework that describes workforce management best practice. It has been successfully used to transform organisations into employers of choice.</p> <p>The People CMM® can assist your organisation with establishing:</p> <ul style="list-style-type: none"> • An agile workforce that can rapidly respond to new opportunities and technologies, • A competent workforce capable of achieving business outcomes, and • An organisational culture that positively supports improvement. <p>The course contains lectures, class exercises and case studies. It provides opportunities for participant interaction and discussions, and the sharing of lessons learnt. The case studies demonstrate how the People CMM® can be used to transform your workforce into one that can more effectively conduct your organisation's business.</p>
Knowledge & Skills Obtained	<p>Successful completion of the course will enable participants to:</p> <ul style="list-style-type: none"> • Describe the components of the People CMM®, • Discuss the process areas and practices in the People CMM®, • Use the People CMM® as a valuable reference for improving the workforce, and • Establish a solid foundation in workforce improvement. <p>This course fulfils a prerequisite requirement for advanced studies in the People CMM®. It is also a prerequisite for participation in People CMM® based appraisals.</p>
Audience	<p>The practices discussed in this course are a must have for any organisation wanting to improve its workforce capability. This course should be attended by:</p> <ul style="list-style-type: none"> • Senior managers, • Human resource managers, • Project and program managers, • Workforce transformation teams, and • Improvement and change management teams.
Materials	<p>Participants will be provided with a copy of <i>The People CMM®: Guidelines for Improving the Workforce</i>, a copy of the course slides and exercises.</p>
Fees	<p>The course fees are \$2,310 (GST inclusive) per participant.</p>
Registration	<p>Complete the Course Registration Form to register for the course. This form is can be downloaded from www.s-3.com.au (/downloads). Joining instructions will be sent once course registration has been confirmed.</p>
Contact	<p>Contact S-3 on (02) 6161 3322 or e-mail info@s-3.com.au.</p>



Course Outline	
<p>1. Introduction to the People CMM®</p> <p>2. Workforce Issues®</p> <ul style="list-style-type: none"> • Why do they join? • Why do they leave? • Retention issues • Adoption of People CMM® <p>3. People CMM® Overview</p> <ul style="list-style-type: none"> • Process Area Integration Across the Levels • Developing Individual Capability • Building Workgroups and Culture • Motivating and Managing Performance • Shaping the Workforce <p>4. People CMM® Structure</p> <ul style="list-style-type: none"> • Structural Components of a CMM • Maturity Levels • Process Areas • Process Area Goals • Process Area Practices • Institutionalisation • Organisational Structure • Organisational Roles <p>5. Level 2 - Managed</p> <ul style="list-style-type: none"> • Staffing • Communication and Coordination • Work Environment • Performance Management • Training and Development • Compensation • Mentoring 	<p>6. Level 3 - Defined</p> <ul style="list-style-type: none"> • Competency Analysis • Workforce Planning • Competency Development • Career Development • Competency-Based Practices • Workgroup Development • Participatory Culture <p>7. Level 4 - Predictable</p> <ul style="list-style-type: none"> • Competency Integration • Empowered Workgroups • Competency-Based Assets • Quantitative Performance Management • Organisational Capability Management <p>8. Level 5 - Optimising</p> <ul style="list-style-type: none"> • Continuous Capability Improvement • Organisational Performance Alignment • Continuous Workforce Innovation <p>9. Applying the People CMM®</p> <ul style="list-style-type: none"> • Case studies • People CMM® appraisals • Improvement activities
Course Exercises	
<p>1. Cost of Turnover</p> <p>2. People CMM® Structure</p> <p>3. Process Design for Level 2 Practices</p>	<p>4. Compare Level 2 and Level 3 Practices</p> <p>5. Elevator Speech</p>