

theResourceEdge

People and Performance

*Providing cutting-edge client-centered solutions aimed at
optimising organisations strategic relevance, results and impact.*

The ResourceEdge

CONTINUOUS PROFESSIONAL DEVELOPMENT PROGRAMS

2026



TRE 1.0.

Competency Based Modules



TRE 1.1. Strategic Human Resource Leadership

Course Overview

This course equips HR professionals and organizational leaders with the knowledge and tools to align human resource management with organizational strategy. It focuses on transforming HR from an administrative function into a strategic partner that drives performance, innovation, and sustainable growth.

Course Objective

By the end of the course, you will be able to:

- Position HR as a strategic business partner
- Align HR strategy with organizational goals
- Lead organizational change and transformation
- Build high-performing and inclusive organizational cultures
- Drive talent management and leadership development strategies

Course Content

Module 1: Foundations of Strategic HR Leadership

Module 2: Role of HR as a Strategic Business Partner

Module 3: Aligning HR Strategy with Organizational Strategy

Module 4: Organizational Capacity Assessment and Development Interventions

Module 5: Strategic Workforce Planning

Module 6: Talent Management and Leadership Development

Module 7: Leading Change and Transformation

Course Duration : 10 hours

CPD : 10 CPDs

Fee : US\$ 100

Mode of delivery : Online Instructor Led



TRE 1.2. Leadership and Personal Effectiveness

Course Overview

This course develops self-aware, values-driven leaders who can manage themselves effectively and lead others with clarity, confidence, and purpose. It integrates personal mastery with leadership skills to enhance productivity, relationships, and impact.

Course Objective

By the end of the course, you will be able to:

- Strengthen self-awareness and emotional intelligence
- Clarify personal values, purpose, and leadership identity
- Manage time, energy, and priorities effectively
- Communicate with clarity and influence
- Build resilience and adaptability
- Lead teams and relationships effectively

Course Content

Module 1: Foundations of Leadership and Personal Effectiveness

Module 2: Self-awareness and Personal Mastery

Module 3: Emotional Intelligence (EI)

Module 4: Goal Setting and Personal Productivity

Module 5: Leadership Styles and Approaches

Module 6: Building Confidence and Executive Presence

Module 7: Decision-making and Problem Solving

Module 8: Resilience, Wellbeing, and Stress Management

Module 9: Accountability, Discipline, and Execution

Module 10: Personal Leadership Development Plans

Course Duration : 12 hours

CPD : 12 CPDs

Fee : US\$ 120

Mode of delivery : Online Instructor Led



TRE 1.3.

Diversity, Equity and Inclusion Leadership

Course Overview

This course equips leaders with the mindset, knowledge, and tools to build and sustain organizations that are diverse, equitable, and inclusive (DEI). It emphasizes transforming systems, culture, and leadership practices to ensure fairness, belonging, and justice in the workplace.

Course Objective

By the end of the course, participants will be able to:

- Understand key concepts of diversity, equity, and inclusion
- Identify and address systemic inequities within organizations
- Lead inclusive teams and foster belonging
- Design and implement DEI strategies and policies
- Measure and sustain DEI impact

Course Content

Module 1: Foundations of DEI Leadership

Module 2: Building Inclusive Organizations

Module 3: Unconscious Bias and Decision-Making

Module 4: Inclusive Leadership Competencies

Module 5: Equity in Organizational Policies, Systems and Processes

Module 6: Gender Equality and Feminist Leadership Perspectives

Module 7: Leading Diverse Teams

Module 8: Leading Organizational Change for DEI

Module 9: Accountability and Measuring DEI Impact

Module 10: Developing a Personal DEI Plan

Course Duration : 12 hours

CPD : 12 CPDs

Fee : US\$ 120

Mode of delivery : Online Instructor Led



TRE 1.4. Influencing Skills

Course Overview

This course equips participants with the ability to influence stakeholders ethically and effectively without relying on formal authority. It focuses on communication, persuasion, relationship-building, and strategic thinking to drive decisions and outcomes.

Course Objective

By the end of the course, participants will be able to:

- Understand the psychology of influence and persuasion
- Identify and adapt influencing styles to different audiences
- Build credibility and trust with stakeholders
- Communicate persuasively in formal and informal settings
- Navigate resistance and manage difficult conversations
- Apply influencing strategies in organizational contexts

Course Content

Module 1: Foundations of Influence

Module 2: Understanding Stakeholders

Module 3: Communicating to Influence

Module 4: Building Credibility and Trust

Module 5: Influencing Without Authority

Module 6: Persuasion Techniques

Module 7: Handling Resistance and Objections

Module 8: Influencing in Meetings and Presentations

Module 9: Political Awareness and Organizational Dynamics

Module 10: Developing a Personal Influencing Strategy

Course Duration : 12 hours

CPD : 12 CPDs

Fee : US\$ 120

Mode of delivery : Online Instructor Led



TRE 1.5. Building and Sustaining Ethical Work Places

Course Overview

This course equips participants with the knowledge, tools, and leadership capabilities to create, embed, and sustain ethical practices within organizations. It focuses on values-driven leadership, governance, organizational culture, accountability systems, and ethical decision-making.

Course Objective

By the end of the course, you will be able to:

- Understand core principles and frameworks of workplace ethics
- Identify ethical risks and dilemmas in organizational contexts
- Build systems, policies, and cultures that promote ethical behaviour
- Strengthen accountability, transparency, and integrity mechanisms
- Lead and influence ethical conduct across teams and stakeholders
- Sustain ethical practices over time

Course Content

Module 1: Foundations of Workplace Ethics

Module 2: Ethical Theories and Decision-making

Module 3: Organizational Values, Culture, and Ethics

Module 4: Governance, Compliance, Integrity and Anti-corruption Policies and Systems

Module 5: Whistleblowing and Reporting Mechanisms

Module 6: Ethical Leadership, Integrity and Accountability

Module 7: Managing Ethical Risks and Dilemmas

Module 8: Ethics in the Digital Workplace

Module 9: Monitoring, Evaluation, and Ethical Performance

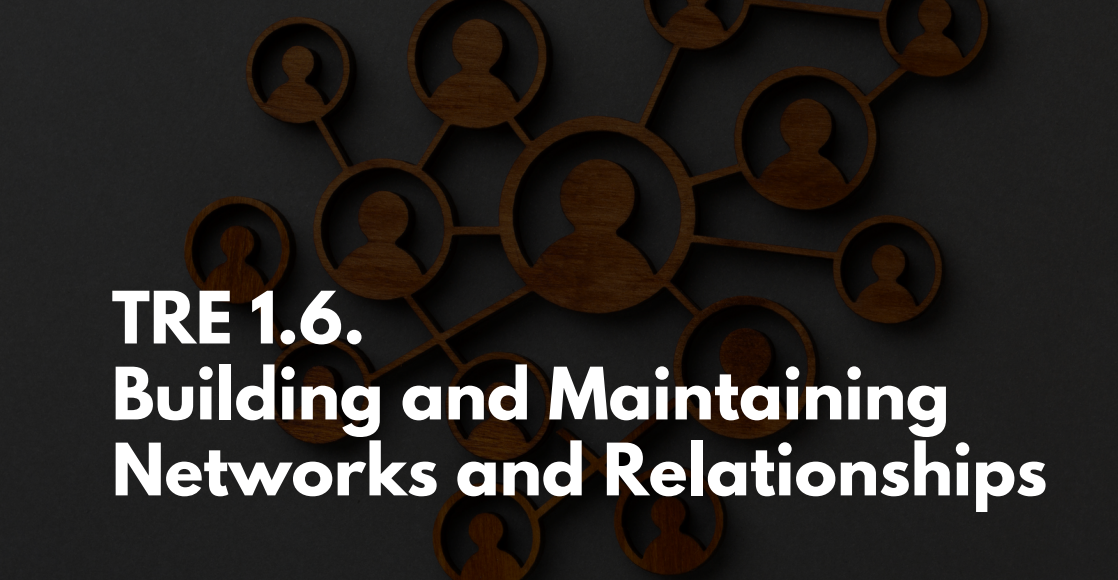
Module 10: Action planning and application

Course Duration : 12 hours

CPD : 12 CPDs

Fee : US\$ 120

Mode of delivery : Online Instructor Led



TRE 1.6. Building and Maintaining Networks and Relationships

Course Overview

This course equips participants with the mindset, tools, and techniques to build authentic professional relationships and sustain strategic networks that support personal effectiveness, organizational success, and career growth. It emphasizes trust, reciprocity, and long-term engagement rather than transactional networking.

Course Objective

By the end of the course, you will be able to:

- Understand the value and purpose of professional networks
- Build authentic and strategic relationships
- Communicate effectively across diverse stakeholders
- Develop and maintain trust over time
- Leverage networks for collaboration, influence, and opportunities
- Sustain relationships in both physical and virtual environments

Course Content

Module 1: Foundations of Networking and Relationships

Module 2: Emotional Intelligence, Self-awareness and Personal Brand

Module 3: Mapping and Building Strategic Networks

Module 4: Communication Skills for Relationship Building

Module 5: Initializing and Growing Connections

Module 6: Building Trust and Credibility

Module 7: Maintaining and Nurturing Relationships

Module 8: Digital Networking and Professional Presence

Module 9: Managing Relationships in Global Organizations

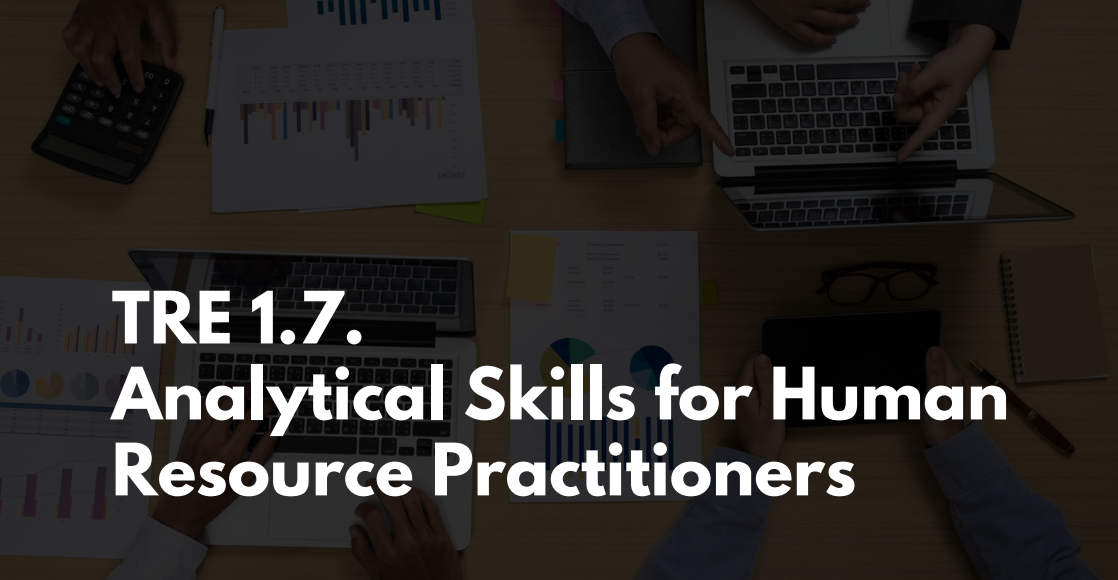
Module 10: Personal Relationship Action Plan

Course Duration : 10 hours

CPD : 10 CPDs

Fee : US\$ 100

Mode of delivery : Online Instructor Led



TRE 1.7. Analytical Skills for Human Resource Practitioners

Course Overview

This course equips HR practitioners with the analytical mindset, tools, and techniques needed to interpret workforce data, generate insights, and support evidence-based decision-making. It bridges HR practice with data analysis, enabling HR to become a strategic partner in organizational performance.

Course Objective

By the end of the course, you will be able to:

- Apply analytical thinking to HR challenges
- Interpret and analyse HR data to generate insights
- Use basic statistical and data analysis techniques
- Develop and track HR metrics and KPIs
- Communicate data-driven insights to stakeholders
- Support strategic decision-making using HR analytics

Course Content

Module 1: Introduction to HR Analytics

Module 2: Key HR Metrics and KPIs

Module 3: Data Collection and Management

Module 4: Data Analysis Techniques

Module 5: Using Tools for HR Analytics

Module 6: Applying Analytics to HR Functions

Module 7: HR Analytics and Digital Transformation

Module 8: Descriptive Analytics and Data Visualization

Module 9: Evidence-Based HR Decision Making

Module 10: Ethics, Privacy, and Responsible Data Use

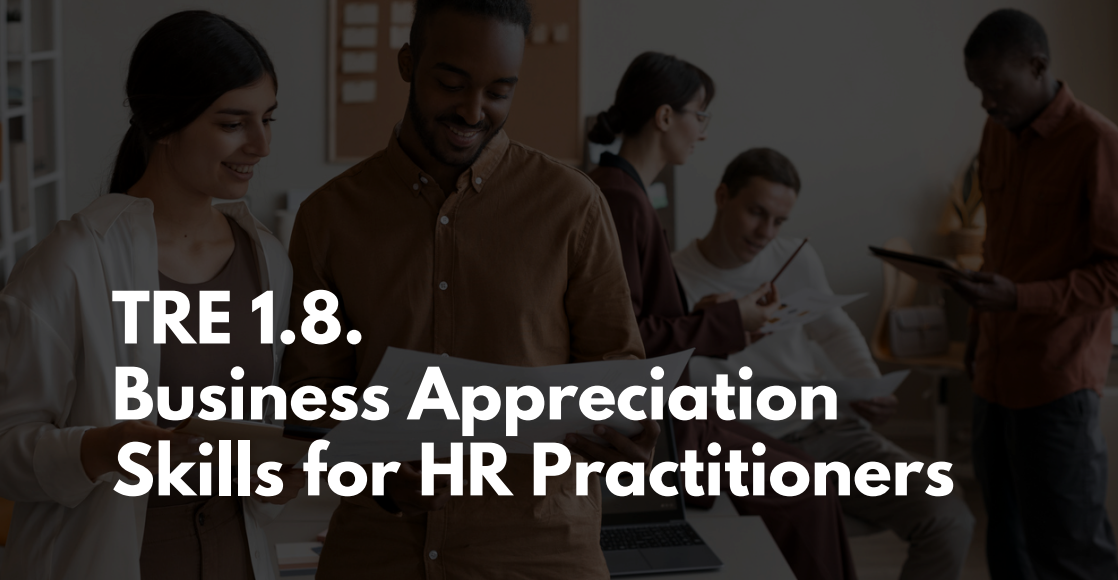
Module 11: Building an HR Analytics Culture

Course Duration : 11 hours

CPD : 11 CPDs

Fee : US\$ 110

Mode of delivery : Online Instructor Led



TRE 1.8.

Business Appreciation Skills for HR Practitioners

Course Overview

This course equips HR practitioners with a solid understanding of how organizations operate, make money, and compete. It builds the commercial awareness and strategic insight needed for HR to act as a true business partner—aligning people strategies with organizational goals and driving value creation.

Course Objective

By the end of the course, you will be able to:

- Understand core business concepts, models, and value drivers
- Interpret financial and operational information
- Link HR initiatives to business strategy and performance
- Engage effectively with senior leaders on business issues
- Make commercially sound HR decisions
- Contribute to organizational growth and sustainability

Course Content

Module 1: Understanding the Business Environment

Module 2: Business Models and Value Creation

Module 3: Financial Literacy for HR

Module 4: Strategy and Strategic Thinking

Module 5: Operations and Value Chains

Module 6: Marketing and Customer Orientation

Module 7: Data-Driven Decision Making

Module 8: Stakeholder Management and Business Partnering

Course Duration : 10 hours

CPD : 10 CPDs

Fee : US\$ 100

Mode of delivery : Online Instructor Led



TRE 2.0.

Technical Modules

A faint, hand-drawn organizational chart is visible in the background of the title slide. It features a central box at the top, connected by lines to three boxes below it. These three boxes are further connected to a row of four boxes at the bottom. Small green stick figures are placed inside each of the boxes, representing people in the organization.

TRE 2.1. Organizational Design and Development

Course Overview

This course equips participants with the knowledge and tools to design effective, adaptive, and mission-aligned organizations. It focuses on aligning strategy, structure, people, processes, and culture to improve organizational performance, resilience, and impact.

Course Objective

By the end of the course, you will be able to:

- Understand key principles of organizational design and development
- Align organizational structure with strategy and goals
- Diagnose organizational challenges and design solutions
- Lead and manage organizational change processes
- Strengthen organizational culture and effectiveness

Course Content

Module 1: Foundations of organizational Design and Development

Module 2: organizational Strategy and Alignment

Module 3: organizational Diagnosis and Assessment

Module 4: organizational Structures and Models

Module 5: Job and Role Design

Module 6: organizational Culture and Behavior

Module 7: Change Management and organizational Transformation

Module 8: Leadership and organizational Development

Module 9: Performance and Effectiveness Systems

Module 10: Governance, Accountability, and Systems

Course Duration : 10 hours

CPD : 10 CPDs

Fee : US\$ 100

Mode of delivery : Online Instructor Led



TRE 2.2. Talent Management and Succession Planning

Course Overview

This course equips participants with the knowledge and tools to attract, develop, retain, and transition talent effectively. It emphasizes building strong leadership pipelines, ensuring organizational continuity, and aligning talent strategies with long-term organizational goals.

Course Objective

By the end of the course, you will be able to:

- Design and implement integrated talent management strategies
- Identify and develop high-potential employees
- Build effective succession planning frameworks
- Strengthen leadership pipelines and organizational resilience

Course Content

Module 1: Foundations of Talent Management

Module 2: Workforce Planning and Talent Strategy

Module 3: Talent Acquisition and Employer Branding

Module 4: Performance Management and Talent Identification

Module 5: Learning, Development, and Career Pathing

Module 6: Employee Engagement and Retention

Module 7: Succession Planning Fundamentals

Module 8: Succession Planning Tools and Frameworks

Module 9: Leadership Pipeline and Transition Management

Module 10: Diversity, Equity, and Inclusion in Talent Management

Course Content

Module 11: HR Analytics and Talent Metrics

Module 12: Developing a Talent Management and Succession Plan

Course Duration : 12 hours

CPD : 12 CPDs

Fee : US\$ 120

Mode of delivery : Online Instructor Led



TRE 2.3. Integrated Performance Management

Course Overview

This course equips participants with the tools and frameworks to design and implement performance management systems that align individual, team, and organizational goals. It emphasizes creating a performance-driven culture that enhances accountability, engagement, and results.

Course Objective

By the end of the course, you will be able to:

- Align individual and team performance with organizational strategy
- Design integrated performance management systems
- Develop measurable performance indicators (KPIs)
- Strengthen performance conversations and feedback culture
- Use performance data to drive decision-making and improvement

Course Content

Module 1: Foundations of Integrated Performance Management

Module 2: Strategy Alignment and Cascading Goals

Module 3: Performance Frameworks and Models

Module 4: Defining and Measuring Performance

Module 5: Performance Planning and Agreements

Module 6: Continuous Feedback and Coaching

Module 7: Performance Reviews and Appraisals

Module 8: Managing Underperformance and High Performance

Module 9: Linking Performance to Learning and Development

Module 10: Linking Performance to Reward

Course Content

Module 11: Linking Performance to Talent Management

Module 12: Technology and Data in Performance Management

Module 13: Building a Performance Culture

Module 14: Designing an Integrated Performance Management System

Course Duration : 14 hours

CPD : 14 CPDs

Fee : US\$ 140

Mode of delivery : Online Instructor Led



TRE 2.4. Learning, Development and Capability Building

Course Overview

This course equips participants with the frameworks and tools to design, deliver, and evaluate learning and capacity-building initiatives that strengthen individual, team, and organizational performance. It emphasizes sustainable capacity development, adult learning principles, and impact-driven learning systems.

Course Objective

By the end of the course, you will be able to:

- Design effective learning and development strategies
- Conduct training needs and capacity assessments
- Apply adult learning principles in program design
- Deliver impactful training and facilitation
- Evaluate learning outcomes and organizational impact
- Build sustainable capacity development systems

Course Content

Module 1: Foundations of Learning and Capacity Building

Module 2: Adult Learning Principles and Learning Theories

Module 3: Training Needs and Capacity Assessment

Module 4: Learning Strategy and Program Design

Module 5: Instructional Design and Content Development

Module 6: Facilitation and Training Delivery Skills

Module 7: Coaching, Mentoring, and On-the-job Learning

Module 8: Leadership Development and Capacity Building

Module 9: Digital Learning and Knowledge Management

Module 10: Monitoring, Evaluation, and Learning (MEL)

Course Content

Module 11: Institutionalizing Learning and Capacity Building

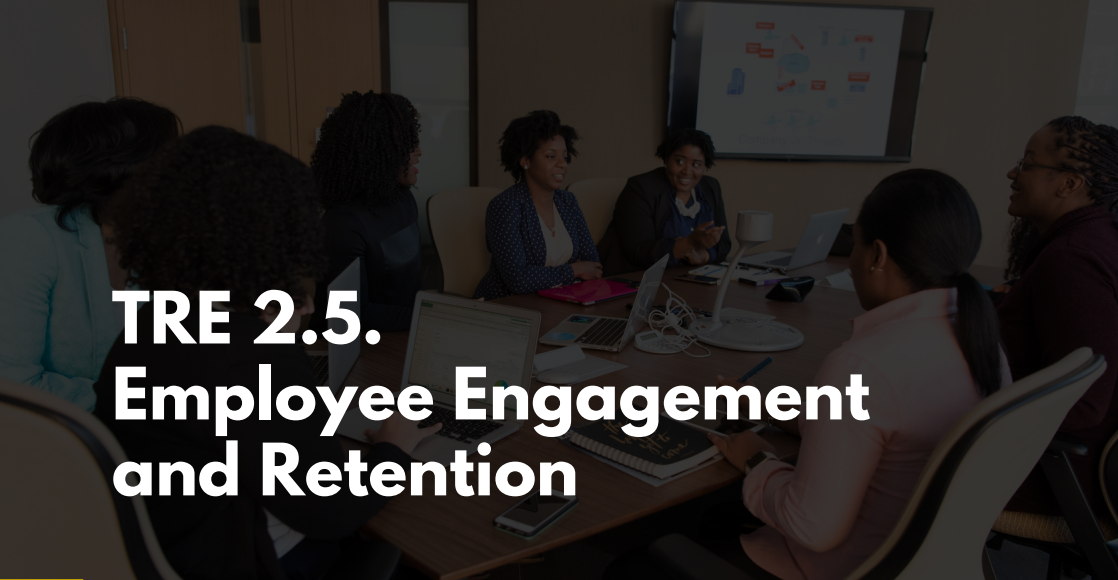
Module 12: Designing a Learning and Capacity Building Strategy

Course Duration : 12 hours

CPD : 12 CPDs

Fee : US\$ 120

Mode of delivery : Online Instructor Led



TRE 2.5. Employee Engagement and Retention

Course Overview

This course equips participants with the knowledge and tools to create engaging workplaces that attract, motivate, and retain talent. It focuses on understanding what drives engagement, designing effective retention strategies, and building a culture where employees feel valued, motivated, and committed.

Course Objective

By the end of the course, you will be able to:

- Understand the drivers of employee engagement and retention
- Design and implement engagement strategies
- Analyze and address causes of employee turnover
- Build a positive employee experience and culture
- Strengthen leadership practices that enhance engagement

Course Content

Module 1: Foundations of Employee Engagement and Retention

Module 2: Understanding Employee Motivation

Module 3: Employee Experience and Journey Mapping

Module 4: Measuring Employee Engagement

Module 5: Leadership and Engagement

Module 6: Organizational Culture and Work Environment

Module 7: Employee Engagement Strategies – Recognition, Reward, Development

Module 8: Employee Wellbeing and Work-life Balance

Module 9: Retention Strategies and Managing Turnover

Module 10: Diversity, equity, and inclusion in engagement

Course Content

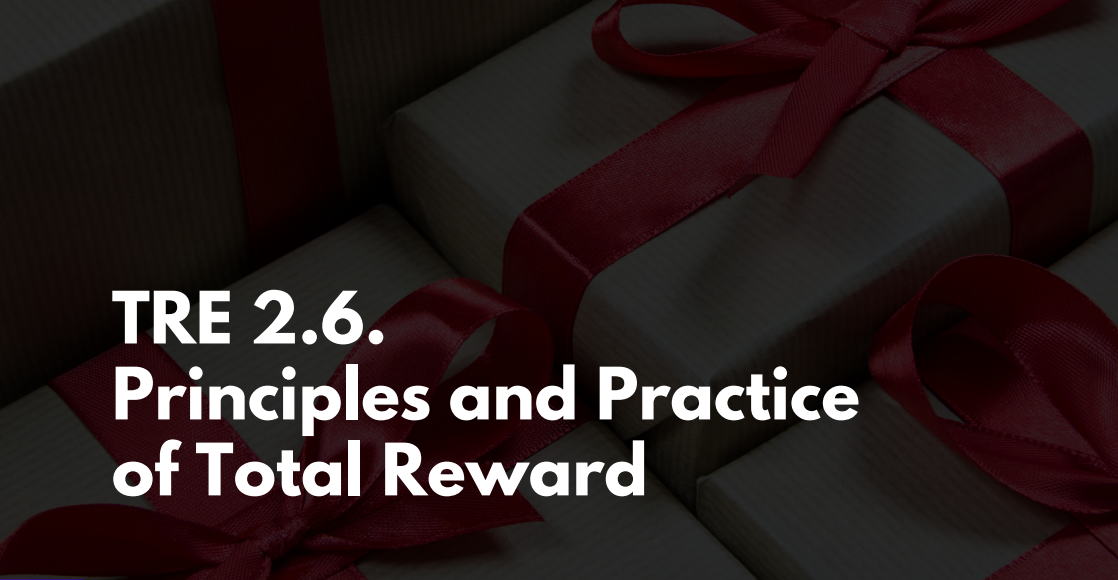
Module 11: Develop an Employee Engagement and Retention Strategy

Course Duration : 11 hours

CPD : 11 CPDs

Fee : US\$ 110

Mode of delivery : Online Instructor Led



TRE 2.6.

Principles and Practice of Total Reward

Course Overview

This course equips participants with the knowledge and practical tools to design, implement, and manage a **Total Rewards strategy** that aligns with organizational goals, enhances employee engagement, and drives performance. Drawing on frameworks from World at Work, the course integrates compensation, benefits, recognition, and development into a unified approach to talent management.

Course Objective

By the end of the course, you will be able to:

- Understand the principles and components of total rewards
- Design a total rewards strategy aligned to organizational goals
- Develop competitive and equitable compensation structures
- Integrate performance management with rewards
- Apply total rewards in diverse and resource-constrained environments
- Evaluate the effectiveness and sustainability of reward systems

Course Content

Module 1: Introduction to Total Rewards

Module 2: Principles of Total Rewards

Module 3: Compensation Management

Module 4: Employee Benefits Design

Module 5: Performance Management and Rewards

Module 6: Recognition and Non-monetary Rewards

Module 7: Work-life and Employee Wellbeing

Module 8: Learning, Development, and Career Rewards

Module 9: Total Rewards Strategy Design

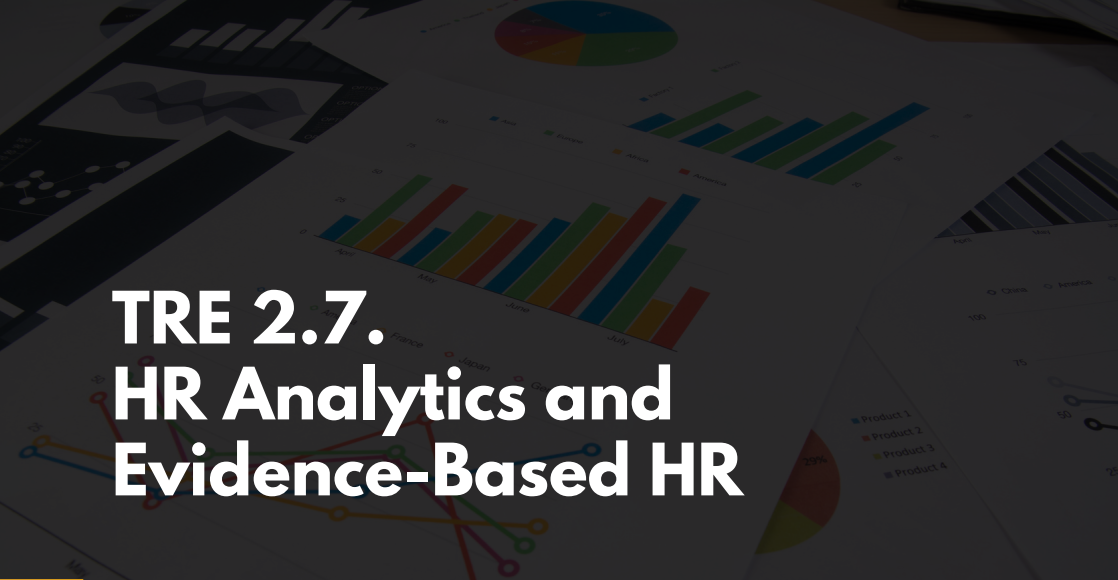
Module 10: Implementation, Monitoring and Evaluation

Course Duration : 10 hours

CPD : 10 CPDs

Fee : US\$ 100

Mode of delivery : Online Instructor Led



TRE 2.7. HR Analytics and Evidence-Based HR

Course Overview

This course equips participants with the knowledge and practical skills to use data, analytics, and evidence-based approaches to improve human resource decision-making. It focuses on translating HR data into actionable insights that enhance workforce planning, talent management, performance, engagement, and organizational effectiveness.

Course Objective

By the end of the course, you will be able to:

- Explain the principles of evidence-based HR and HR analytics
- Identify and use HR data sources effectively
- Apply basic and advanced HR metrics and dashboards
- Use data to support HR decision-making and strategy
- Critically evaluate HR interventions using evidence
- Build a data-driven HR culture within organizations

Course Content

Module 1: Introduction to Human Resource Analytics

Module 2: Foundations of Evidence-based Human Resource Management

Module 3: HR Data, Metrics, and Dashboards

Module 4: Data collection and HR Information Systems (HRIS)

Module 5: HR Analytics Technique

Module 6: Workforce Planning and Talent Analytics

Module 7: Performance and Productivity Analytics

Module 8: Employee Engagement and Retention Analytics

Module 9: Using Analytics for HR Decision-making

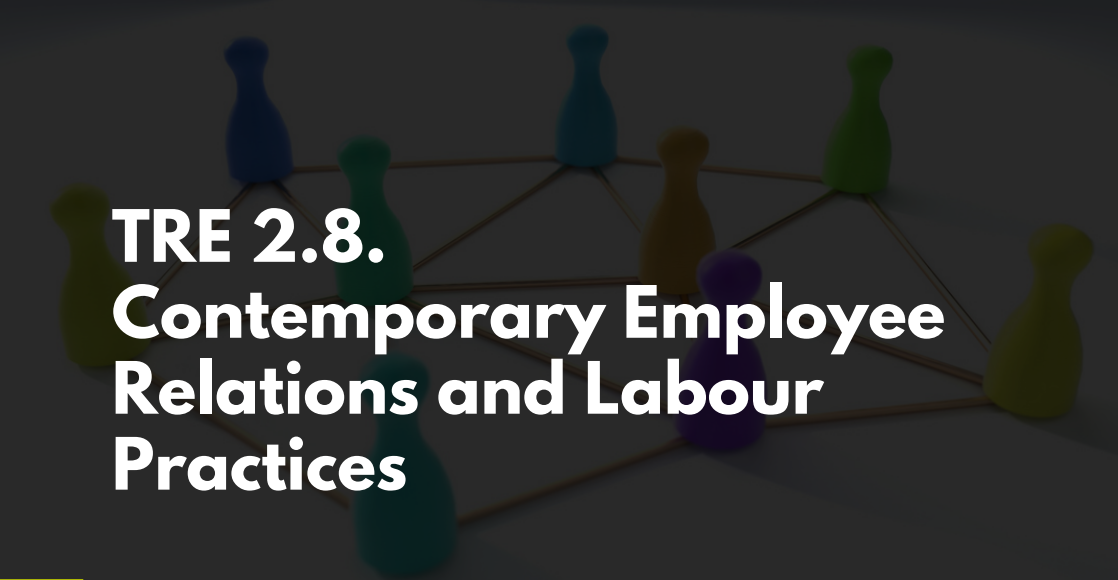
Module 10: Building an Evidence-based HR Culture

Course Duration : 10 hours

CPD : 10 CPDs

Fee : US\$ 100

Mode of delivery : Online Instructor Led



TRE 2.8. Contemporary Employee Relations and Labour Practices

Course Overview

This course explores modern employee relations systems and labour practices in a rapidly changing world of work. It examines legal frameworks, industrial relations systems, workplace conflict, collective bargaining, employee voice, and emerging trends such as gig work, remote employment, and algorithmic management. Participants will gain practical skills to manage employee relations fairly, legally, and strategically.

Course Objective

By the end of the course, you will be able to:

- Explain key concepts in employee relations and labour practices
- Interpret labour laws and their application in the workplace
- Manage workplace conflict and disciplinary processes effectively
- Understand collective bargaining and trade union engagement
- Apply fair and ethical labour practices in diverse work settings
- Respond to emerging trends in modern employment relationships

Course Content

Module 1: Introduction to Employee Relations

Module 2: Labour Law and Regulatory Frameworks

Module 3: Works Councils, Trade Unions and Collective Representation

Module 4: Workplace Conflict and Dispute Resolution

Module 5: Discipline, Conduct, and Performance Management

Module 6: Employee Voice and Participation

Module 7: Contemporary Labour Practices and Work Models

Module 8: Equality, Fairness, and Ethical Labour Practices

Module 9: Industrial Relations in a Global Context

Module 10: Future of Employee Relations

Course Duration : 10 hours

CPD : 10 CPDs

Fee : US\$ 100

Mode of delivery : Online Instructor Led



TRE 2.9. HR Governance, Risk and Ethics

Course Overview

This course explores the principles, frameworks, and practices that underpin effective governance, risk management, and ethical conduct in Human Resource Management (HRM). It equips learners with the ability to design and implement HR systems that are compliant, transparent, accountable, and aligned with organizational integrity and sustainability.

Course Objective

By the end of the course, you will be able to:

- Explain HR governance frameworks and their role in organizational performance
- Identify, assess, and mitigate HR-related risks
- Apply ethical principles in HR decision-making and practice
- Ensure compliance with labour laws and regulatory requirements
- Design HR policies that promote accountability, fairness, and transparency
- Analyse real-world HR governance and ethics challenges

Course Content

Module 1: Introduction to HR governance

Module 2: HR Legal and Regulatory Compliance

Module 3: Risk Management in Human Resources

Module 4: Ethics in Human Resource Management

Module 5: Corporate Governance and HR Integration

Module 6: Board and Executive HR Reporting

Module 7: HR Policies, Controls and Internal Systems

Module 8: Ethical Leadership and Organizational Culture

Module 9: Contemporary Issues in HR Governance and Ethics

Module 10: Case Studies and Applied Practice

Course Duration : 10 hours

CPD : 10 CPDs

Fee : US\$ 100

Mode of delivery : Online Instructor Led

TRE 2.10.

Technology and the Future of HR

Course Overview

This course explores how emerging technologies are transforming Human Resource Management (HRM). It examines digital HR systems, artificial intelligence, data analytics, automation, and future-of-work trends shaping HR strategy, service delivery, and workforce experience. Learners will critically evaluate opportunities, risks, and ethical implications of HR technology adoption.

Course Objective

By the end of the course, you will be able to:

- Explain key technologies shaping modern HR practice
- Apply HR analytics to support evidence-based decision-making
- Evaluate the impact of AI and automation on HR roles and functions
- Design digitally enabled HR processes and employee experiences
- Assess risks, ethics, and governance issues in HR technology
- Anticipate future workforce and organizational trends

Course Content

Module 1: Introduction to Digital HR Transformation

Module 2: HR Information Systems (HRIS) and Digital Platforms

Module 3: HR Analytics and Data-driven Decision Making

Module 4: Artificial Intelligence and Automation in HR

Module 5: Digital Talent Acquisition and Onboarding

Module 6: Learning, Development and the Digital Workplace

Module 7: Employee Experience and Digital Engagement

Module 8: Ethics, Privacy and Governance in HR Technology

Module 9: Future of work and the HR Function

Module 10: Emerging trends in HR technology

Course Duration : 10 hours

CPD : 10 CPDs

Fee : US\$ 100

Mode of delivery : Online Instructor Led

Common Learning Delivery Approaches

- Online lectures and interactive discussions
- Webinars and Podcasts (under development)
- Case study analysis
- Individual and group projects and simulations
- Practical exercises
- Guest lectures from HR practitioners and regulators

Common Learning Delivery Approaches

- Written assignments and essays
- Case study evaluations
- Individual and group presentations
- Midterm and final examinations
- Practical Projects
- Individual assignments



