

Registration form

To register, either:

Mail this form to:

Polson Higgs
PO Box 5346
Dunedin 9058
Attention: Sarah Burlingham

or go to:

www.ph.co.nz to fill in the online registration

Enquiries to:

03 477 9923 (Sarah Burlingham)
or email: sarah.burlingham@ph.co.nz

Registrations close Thursday, 10 September 2009

Name: _____
Position: _____
Company: _____
Postal Address: _____
Telephone: _____
Facsimile: _____
Email: _____
Signature: _____

Thursday, 17 September 2009

7.30 am
Dunedin Public Art Gallery
The Octagon
Dunedin

www.ph.co.nz



“Spring into Action”

**People are complicated, so that’s
why we make HR simple**



Why attend this workshop?

We consistently see organisations that have adopted systems for managing different parts of their human resources process: recruitment, performance management, employee development and succession planning. While these individual systems may work to a greater or lesser degree, they are seldom aligned with each other. This creates inefficiencies that result in extra work and second best outcomes.

This workshop is a must for you if . . .

- you are thinking about implementing new recruitment, performance management, employee development or succession planning processes.
- you want to simplify and integrate your processes so that they work together to meet your HR needs.

“Spring into Action” Workshop

This scenario based workshop is designed to give you practical tools to show you how to simplify and integrate your HR processes and practices.

Using examples from SHL’s Universal Competency Framework, we will show you how you can:

- Improve your recruitment and selection processes
- Create a performance management system that aligns employee competencies with position requirements, and organisational strategy.
- Set personal development plans that meet your company’s needs as well as your employees’ needs
- Identify and manage key talent to ensure smooth internal succession planning.

This workshop is ideal if you need to:

- Add some real HR “fire power” to your business
- Integrate and align your HR processes with organisation strategy
- Help your organisation to be more successful by maximising the effectiveness of your recruitment processes
- Understand what is important to integrating the way you recruit, develop and manage your staff.

Timetable

7.15 am Registration

7.30 am Working breakfast workshop commences

9.00 am Workshop concludes

Cost \$50 plus GST per attendee.

\$10 per registration will be donated to the Cancer Society.

- My cheque is enclosed (you will be sent a GST tax invoice)
- Please send me an invoice
- I cannot attend, however please send me a copy of the presentation (\$20 plus GST per copy)

Important Note:

*If you are unable to attend on the day, please contact:
Sarah Burlingham (03 477 9923)*

