ORGANISATIONAL LEARNING & DEVELOPMENT

Join us for the short course in *Organisational Learning and Development* evening class offered over 14 weeks, at the University of the Witwatersrand, Johannesburg. The lecturers are highly qualified specialist lecturers from the School of Economic and Business Sciences (Faculty of Commerce, Law and Management).

TARGET MARKET

The course will be of value to the following individuals:

- Learning & Development practitioners.
- Training Officers.
- Technical trainers.
- Human Resource officers who have an interest in Learning and Development.

OBJECTIVES OF THE COURSE

This course aims to:

- To provide participants with an in-depth knowledge of the South African Learning and Development landscape.
- To enable Human Resource practitioners to shift from a generalist role to a Specialised Learning and Development practitioner.
- To capacitate Learning and Development practitioners to meet organisational learning and development needs effectively.

COURSE CONTENTS

- The evolution of Learning and Development.
- Role players in Learning and Development.
- The adult learner.
- South African labour legislation.
- Ensuring legal compliance in Learning and Development.
- Doing a skills gap analysis and using it to determine Learning and Development needs.
- The Learning and Development annual cycle.
- Identifying suitable Learning and Development solutions for different types of needs.
- Evaluation of Learning and Development solutions.
- Quality control in Learning and Development.
- Effective assessment strategies and certification.
- The requirements for a professional Learning and Development function.
- The strategic alignment between the Learning and Development function and the organisation.
- Record keeping and reporting.
- Measuring return on investment (RoI) for Learning and Development.
- The role of Learning and Development specialists in a learning organisation.
- How to build a learning organisation.

UNIVERSITY OF THE WITWATERSRAND, JOHANNESBURG

WITS PLUS
CENTRE FOR PART-TIME STUDIES

OUTCOMES AND COMPETENCIES

After successful completion of this course, participants should be able to:
- Explain the importance of Learning and Development to individuals and organisations;
- Outline current best practice Learning and Development trends;
- Plan and implement learning interventions that best suit an adult learner;
- Evaluate legal compliance of an organisation's Learning and Development practices;
- Identify organisational and individual Learning and Development needs;
- Implement quality control in Learning and Development;
- Describe various assessment strategies;
- Implement an effective Learning and Development business function;
- Discuss the strategic alignment between Learning and Development and the organisational strategy;
- Outline the steps in building a learning organisation;
- Do an effective Return on Investment (RoI) analysis on Learning and Development interventions.

FEES & METHOD OF PAYMENT

R12 800.

The fees for all courses are the responsibility of the individual attending the course. All fees must be paid prior to registration. Payment can be made by electronic payment or bank deposits. You will then need to bring your original proof of payment to registration day. Dates will be provided in your acceptance letter.

CANCELLATION OF THE COURSE

Wits Plus courses offered over one semester:

- Cancellation before commencement of lectures will result in an administration fee of 15% of the total course fee regardless of the reason.
- Cancellation after commencement of lectures will result in liability for the full amount of the course fees regardless of the reason.

VISITORS ACCESS

All short course participants are issued with a Visitors Access Card at a cost of ± R140. Parking disc fees also apply: arrangements need to be made with the parking office. You may park in student parking on the West campus.

WHO ARE THE LECTURERS?

This course will be taught by a subject matter expert.

COMMENCEMENT DATES

Semester 1: February: Thursdays 17:30 – 19:30
Semester 2: July: Thursdays 17:30 – 19:30