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COURSE BROCHURE

Advanced Executive HR Management Training Course for HR Directors

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Registered in the United Kingdom and Saudi Arabia

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Executive HR Management for HR Directors is a 2-week training course for heads of HR, senior HR business partners and people executives who answer to a board, and it ends with each participant drafting an executive HR plan tied to business strategy. Boards now expect the people function to show how workforce choices move cost, capability and risk. Jupiter Prime Training runs this course on executive HR management for directors who shape that answer.

Why Executive HR Management Matters Now

Three forces press on the HR director today: boards and investors asking for disclosed human capital measures, shifting skills demand as work is redesigned, and tighter scrutiny of reward and executive pay. An organisation that handles these well can show the board where people spending creates capability; one that handles them badly faces attrition in critical roles, unexplained payroll growth and weak succession. The course draws on ISO 30414, the international guideline for internal and external human capital reporting, together with established HR operating model and strategic workforce planning practice.

Who Gains Most from Executive HR Management

- Heads of the people function accountable to the chief executive and board for workforce outcomes
- Senior HR business partners who translate divisional strategy into headcount, capability and cost choices
- Centre of expertise leaders responsible for reward, talent or organisation design policy
- Senior people managers who own large workforces and sign off structural change
- HR operations heads who run shared services and human capital reporting

An HR leadership team that sends its director and two or three business partners together gains most, because the plan they build reflects one agreed view of the operating model.

Executive HR Management Capabilities

Participants leave able to take people decisions at board level and defend them with evidence.

- Assess the fit between the current HR operating model and business strategy — chief executive and executive committee
- Design a human capital metrics set based on ISO 30414 — board and audit committee
- Build a scenario-based strategic workforce plan — finance director and divisional heads
- Align reward architecture with pay positioning and performance — remuneration committee
- Weigh succession risk across critical executive roles — nomination committee
- Communicate a costed people agenda in board language — non-executive directors

Key Executive HR Management Terms

- HR operating model — the way the people function is organised into business partners, centres of expertise and shared services to deliver its work.
- Human capital reporting — the disclosure of workforce measures such as cost, productivity and turnover to internal leaders and external stakeholders.
- Strategic workforce planning — forecasting the numbers, skills and cost of people an organisation needs against several future business scenarios.
- Reward architecture — the structure of grades, pay ranges, incentives and benefits that sets how an organisation pays its people.
- Critical role — a position whose vacancy or weak performance would materially damage strategy delivery or operations.
- HR scorecard — a balanced set of people measures linked to business goals and reviewed by leadership at fixed intervals.

Executive HR Management Day by Day

Day 1: The HR Director Mandate

- Board Expectations Mapping — What Directors Ask of the People Function
- Strategy Translation Canvas — Turning Business Goals Into People Priorities
- Stakeholder Power Grid — Executive Relationships the HR Director Must Manage
- People Risk Register — Workforce Threats That Reach Board Agendas
- Executive HR Self-Diagnostic — Gaps in the Current Director Agenda

Day 2: HR Operating Model Design

- Three-Pillar Model Review — Fit of Partners, Experts and Shared Services
- Service Catalogue Definition — Which HR Services Each Channel Provides
- HR Function Sizing Ratios — Staffing the People Function Proportionately
- Make, Buy or Outsource Analysis — Sourcing Choices for HR Activities
- Target Operating Model Blueprint — Sequencing the Shift to a New Structure

Day 3: Human Capital Reporting With ISO 30414

- ISO 30414 Metric Areas — Choosing Measures for Internal and External Readers
- Workforce Cost Ratios — Linking Payroll Growth to Revenue and Output
- Turnover and Retention Analytics — Locating Avoidable Loss of Talent
- HR Scorecard Construction — Balancing Leading and Lagging People Measures
- Board People Dashboard — Presenting Human Capital Data to Directors

Day 4: Strategic Workforce Planning

- Demand Scenario Modelling — Headcount Needs Under Growth and Contraction
- Skills Supply Analysis — Internal Capability Against Future Role Needs
- Build, Buy, Borrow Decisions — Closing Skill Gaps at Acceptable Cost
- Span and Layer Analysis — Removing Unnecessary Management Levels
- Workforce Plan Costing — Agreeing Headcount Budgets With Finance

Day 5: Reward Architecture and Executive Pay

- Job Evaluation and Grading — Internal Equity Across Roles and Divisions
- Market Pay Positioning — Choosing Lead, Match or Lag Policy
- Short- and Long-Term Incentive Design — Linking Pay to Strategy Delivery
- Pay Equity Review — Detecting Unexplained Gaps Between Employee Groups
- Remuneration Committee Paper — Framing Pay Proposals for Approval

Day 6: Talent and Succession at the Top

- Critical Role Identification — Where Vacancy Threatens Strategy Most
- Nine-Box Talent Review — Calibrating Potential Across Senior Managers
- Succession Bench Strength Index — Readiness Cover for Executive Roles
- Executive Onboarding Plan — Reducing Early Failure of Senior Hires
- Leadership Pipeline Investment — Funding Development for Future Leaders

Day 7: Organisation Design and Restructuring

- Design Criteria Matrix — Testing Structure Options Against Strategy
- Role Mapping and Selection Pools — Fair Placement During Restructuring
- Consultation Planning — Sequencing Employee Communication in Change
- Redeployment and Exit Options — Balancing Cost and Employee Relations
- Restructuring Business Case — Savings, Risks and One-Off Costs

Day 8: People Governance and Culture

- HR Policy Framework Review — Policies That Support Strategy and Fairness
- Culture Diagnostic Survey — Measuring Behaviours Leaders Want to Shift
- Employee Voice Channels — Listening Mechanisms That Reach the Board
- Ethics and Conduct Cases — Handling Senior Misconduct Allegations
- Board Committee People Reporting — Who Receives Which Workforce Updates

Day 9: Influence and the Executive Agenda

- Board Paper Writing — Structuring People Proposals for Fast Decisions
- Executive Challenge Rehearsal — Handling Directors' Hard Questions
- HR Value Case Method — Showing Return on People Investment
- HR Function Budget Negotiation — Securing Resources for Priorities
- Change Sponsor Coalition — Enlisting Executives Behind the People Agenda

Day 10: Practising the Executive HR Plan

- Operating Model Choice Applied — Selecting the Structure for Your Function
- Workforce Scenario Applied — Setting Headcount and Skills Targets
- Human Capital Metric Selection Applied — Fixing the Board Measures
- Peer Board Panel — Testing the Plan Under Director Challenge
- Executive HR Plan Completion — Priorities, Costs and Measures for the Board

Applying Executive HR Management After the Course

- Run a one-day review of the HR operating model with your business partners using the service catalogue and sizing ratios
- Present a first human capital dashboard built on ISO 30414 metric areas to the executive committee

Executive HR Management Questions FAQ

What is executive HR management and why does it matter now?

Executive HR management is the board-level leadership of the people function. It matters now because directors and investors expect workforce cost, capability and risk to be reported and managed with the same discipline as finance.

Which roles gain most from executive HR management training?

HR directors and senior HR business partners gain most. Centre of expertise leaders and senior line executives who own large workforces also benefit, because they take or shape the structural and reward decisions the course covers.

How does executive HR management differ from a general HR management course?

It works at director level rather than practitioner level. A general course covers the employee lifecycle and HR policy craft; this course covers operating model design, board reporting, executive pay and restructuring decisions.

What will you bring back from the executive HR management course?

You bring back a costed executive HR plan. It sets operating model choices, workforce targets, reward priorities and the human capital measures you will report to your board.

Executive HR Management: The Way Forward

The executive HR plan built on the course first informs the choice of HR operating model and the headcount budget agreed with finance. It is used by the HR director, business partners and the executive committee. After its first board cycle, revisit the human capital measures, since the questions directors actually ask show which metrics deserve a permanent place.