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COURSE BROCHURE

Advanced HR Business Partner Skills Training Course

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Registered in the United Kingdom and Saudi Arabia

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HR Business Partner Skills is a 2-week training course for HR business partners, HR advisors and senior generalists who support a business unit, and each participant completes a business unit people plan agreed in principle with a client leader. Line executives now expect HR partners to talk margins, customers and risk before they talk policy. Jupiter Prime Training delivers this course on HR Business Partner Skills.

Why HR Business Partner Skills Matter Now

Business unit heads face faster restructuring, tighter cost targets and harder-to-hire skills, and they want an HR partner who diagnoses issues rather than processes requests. Centres of expertise and shared services have absorbed transactional work, leaving partners judged on advice, influence and evidence. Partners who meet this standard shape decisions on structure, talent and performance early; those who do not are invited too late and become order-takers. The course rests on the internal consulting cycle of contracting, diagnosis, intervention and review, on stakeholder power-interest mapping, and on workforce measures aligned with ISO 30414, the international guidelines for human capital reporting.

Who Gains Most from HR Business Partner Skills

- Partners who advise a business unit head on structure, talent and performance
- Advisors who translate business targets into people priorities for a division
- Senior generalists moving from case handling into consultative partnering
- Partners who bring evidence on attrition, capability and engagement to leadership meetings
- Practitioners who broker support from reward, learning and talent specialists

A group of HR business partners serving different divisions gains most when they attend together and agree a shared consulting method and contracting standard.

HR Business Partner Skills Capabilities

Participants leave able to hold a business conversation first and an HR conversation second.

- Assess a business unit's financial and operational drivers before proposing people actions — unit head
- Specify a consulting contract with clear scope, roles and success measures — client leader
- Apply root-cause diagnosis to attrition, productivity and morale issues — leadership team
- Design influence strategies for sponsors, sceptics and blockers — executive stakeholders
- Communicate people evidence through concise data stories — decision meetings
- Build a business unit people plan with owners and milestones — division leadership

Key HR Business Partner Skills Terms

- HR business partner — an HR professional aligned to a business unit who advises its leaders on people decisions affecting performance.
- Business acumen — the ability to read how a unit makes money, controls cost and manages risk.
- Consulting contract — an agreement with a client leader on the problem, scope, roles, timing and evidence of success.
- Power-interest grid — a map placing stakeholders by influence and concern to plan engagement and influence.
- Root-cause diagnosis — structured inquiry that separates the symptoms of a people issue from its underlying drivers.
- Data storytelling — presenting people evidence as a short narrative with a clear insight and a recommended decision.

HR Business Partner Skills Day by Day

Day 1: The Partnering Role

- Business Partnering Models — Where Partners Sit Among HR Pillars
- Partner Role Charter — Advice Versus Transaction Boundaries
- Client Expectations Interviews — What Unit Heads Want From HR
- Credibility Self-Assessment — Trust Gaps With Line Leaders
- Partner Value Proposition — Promise Made to the Client

Day 2: Business Acumen

- Profit and Loss Reading — Cost Lines Driven by People
- Operating Model Canvas — How the Unit Creates Value
- Competitor and Customer Pressures — Implications for Talent Needs
- Unit Key Performance Indicators — Links to People Outcomes
- Sector Case Comparison — Retail Banking and Manufacturing Contrasts

Day 3: Stakeholder Mapping

- Power-Interest Grid — Engagement Priorities Across Executives
- Informal Network Mapping — Hidden Influencers in the Unit
- Stakeholder Expectation Register — Competing Demands on HR
- Relationship Health Check — Trust Levels With Key Leaders
- Engagement Rhythm Design — Regular Touchpoints With the Client

Day 4: Contracting With Clients

- Consulting Cycle Overview — Contracting, Diagnosis, Intervention and Review
- Entry Conversation Technique — Surfacing the Real Request
- Scope and Role Agreement — Who Owns Which Actions
- Success Measures Definition — Evidence Agreed Before Work Starts
- Recontracting Triggers — When Scope or Sponsor Changes

Day 5: Diagnosing People Issues

- Issue Tree Method — Breaking a Problem Into Testable Causes
- Five Whys Inquiry — Moving From Symptom to Driver
- Focus Group Facilitation — Employee Voice on Root Causes
- Attrition Driver Analysis — Leaver Patterns by Segment
- Hypothesis Testing With Line Data — Confirming the Diagnosis

Day 6: People Evidence and Data Storytelling

- People Metrics Selection Aligned With ISO 30414 — Measures Leaders Recognise
- Insight Framing — So-What Statements for Executives
- Visual Design for People Data — Charts That Clarify Decisions
- One-Page Briefing Notes — Recommendations Leaders Can Approve
- Data Story Rehearsal — Feedback on Clarity and Impact

Day 7: Influencing Leaders

- Influence Styles Inventory — Matching Approach to the Audience
- Persuasion Through Reciprocity and Consistency — Building Agreement Steps
- Coalition Building — Allies for a People Proposal
- Handling Objections — Turning Pushback Into Refinement
- Executive Meeting Tactics — Securing Decisions in Limited Time

Day 8: Difficult Conversations With Executives

- Difficult Conversation Planning — Purpose, Facts and Desired Outcome
- Challenging Leader Behaviour — Respectful and Direct Feedback
- Delivering Unwelcome Evidence — Attrition or Engagement Bad News
- Managing Emotional Reactions — Staying Calm Under Pressure
- Agreement and Follow-Up Notes — Locking In Next Steps

Day 9: Interventions and Partnering With Specialists

- Intervention Options Menu — Structure, Talent, Reward or Learning Moves
- Specialist Brokering — Drawing on Centres of Expertise
- Change Impact Assessment — People Affected by Each Option
- Pilot and Review Approach — Testing Before Wider Roll-Out
- Partner Portfolio Prioritisation — Balancing Many Client Demands

Day 10: Practising the Business Unit People Plan

- Business Acumen Findings Applied — Unit Priorities Feeding the Plan
- Diagnosis Results Applied — Root Causes Each Action Targets
- Data Story Applied — Evidence Section of the Plan
- Client Role-Play — Presenting the Plan to a Unit Head
- Business Unit People Plan — Final Version With Owners and Milestones

Applying HR Business Partner Skills After the Course

- Hold a contracting conversation with one business unit head on a live people issue and record the agreed scope, roles and success measures.
- Run an issue tree diagnosis on the unit's top attrition or productivity concern and present a one-page data story at the next leadership meeting.

HR Business Partner Skills Questions FAQ

What are HR Business Partner Skills and why do they matter now?

HR Business Partner Skills are the consulting, diagnostic and influencing abilities an HR partner uses to advise business leaders. They matter now because transactional work has moved elsewhere and partners are judged on the quality of their advice.

Which roles gain most from HR Business Partner Skills training?

HR business partners, HR advisors and senior generalists supporting business units gain most. You benefit if leaders ask you for help on structure, talent or performance and you want to shape decisions earlier.

How do HR Business Partner Skills differ from a strategic HR management course?

They focus on consulting with one business unit rather than designing the whole HR function. A strategic HR course addresses operating models and corporate people strategy; this one builds contracting, diagnosis, influence and conversations with unit leaders.

What do you bring back from HR Business Partner Skills training?

You bring back a business unit people plan with root causes, actions, owners and milestones. You also return with a contracting method, an issue tree technique and a data storytelling format you can use with leaders immediately.

HR Business Partner Skills: The Way Forward

The business unit people plan is the work product participants carry home. Its first use is to agree which people issue the unit tackles first, a decision made with the unit head and the leadership team. After the first quarter, the plan is worth revisiting with fresh attrition and engagement evidence to test whether the diagnosed root causes were the right ones.