

ahri.com.au/education

AHRI
Australian HR Institute®



2018 CONTINUING PROFESSIONAL DEVELOPMENT DIRECTORY

ADVANCE YOUR KNOWLEDGE AND CAREER
WITH THE AUSTRALIAN HR INSTITUTE

The Australian HR Institute (AHRI) is the professional career partner for HR practitioners and people managers.

As Australia's national association for HR practitioners, AHRI sets the benchmark for the HR profession and provides access to HR leading practice.

Partner with AHRI to:

- Become a Certified HR Practitioner
- Learn about HR legislative framework and compliance
- Assess individual or team capabilities with online tools
- Build HR, leadership, management and business skills
- Join programs that suit every career stage and goal
- Customised and in-house programs to meet your organisation's needs.

OPPORTUNITIES FOR INDIVIDUALS AND TEAMS

AHRI offers training, development programs, events and membership to suit every stage of the HR career – for individuals, teams or an entire organisations.

- Opportunities for individuals from [page 3](#)
- Team and organisational opportunities from [page 23](#)

OPPORTUNITIES FOR INDIVIDUALS

TABLE OF CONTENTS

WHERE ARE YOU IN YOUR CAREER PATH?	4
TRAINING NEEDS ANALYSIS	5
SENIOR – EXECUTIVE HR PRACTITIONERS	6
MID-CAREER HR PRACTITIONERS	7
HR CERTIFICATION	8
– AHRI Practising Certification Program (APC)	9
– HR Certification Pathways	10
EARLY CAREER HR PRACTITIONERS	12
HR STUDENTS	13
PEOPLE MANAGERS AND ADMINISTRATORS	14
BSB41015 CERTIFICATE IV IN HR	15
ACADEMICS	16
SPECIALIST HR AREAS	17
CPD OPPORTUNITIES	18
DEVELOPMENT PROGRAMS	22

WHERE ARE YOU IN YOUR CAREER PATH?

In this section you will find CPD opportunities for:

- Senior – executive HR practitioners
- Mid-career HR practitioners
- Early career HR practitioners
- People managers and administrators
- HR students
- Academics
- HR specialists.

This directory categorises recommended training programs and continuing professional development opportunities by the individuals' level of professional experience and AHRI membership type.

Detailed information on all these programs can be found from [pages 6 to 17](#).

WHY UNDERTAKE CPD?

Undertaking CPD provides assurance to employers and stakeholders of a HR practitioners contemporary skills and behaviour.

AHRI professional members and Certified HR Practitioners are required to undertake CPD to maintain their HR Certification and AHRI membership.

ARE YOU AN AHRI MEMBER?

AHRI members have access to exclusive benefits.

Join today

ahri.com.au/membership

TRAINING NEEDS ANALYSIS

Start planning your CPD by identifying the competencies you need to develop.

The Training Needs Analysis (TNA) tool is a free online tool which assess your skills, capabilities and behaviours as an HR practitioner, and gives recommendations on how you can progress your career.

This tool is underpinned by AHRI's Model of Excellence which sets the benchmark for the standards, capabilities and behaviours of HR professionals in Australia.

Over 10,000 people have completed the TNA and received a personalised report which provides insights into their expertise across the seven capabilities of the Model of Excellence.

The TNA allows you to:

- Benchmark your capabilities against the HR profession
- Gain insights to your career journey and expertise
- Discover the skills you need to progress your career.

Assess your capabilities

ahri.com.au/tna



SENIOR – EXECUTIVE HR PRACTITIONERS

HR EXPERIENCE **10+ YEARS** | MEMBERSHIP TYPE **FAHRI TO FCPHR**

STUDENTS > EARLY CAREER > MID-CAREER > SENIOR/EXECUTIVE >

Keep your HR skills and knowledge up-to-date by undertaking the following CPD opportunities recommended for senior to executive HR practitioners.

RECOMMENDED FORMAL EDUCATION

CERTIFICATION

HR certification is the industry standard for the HR profession in Australia.

The Senior Leaders Pathway (SLP) is one of the pathways to achieve HR certification (refer to pathway diagram on page 10).

The SLP does not involve new study; rather, it is based on the assessment and verification of a retrospective HR project or initiative that you have undertaken that demonstrates your expert HR skills and experience.

The pathway also provides an opportunity to apply for Fellowship.

“Pursuing certified practitioner status is evidence that we don’t just pretend to be HR professionals, we genuinely are. It’s about closing the gap between rhetoric and realism, being responsible for upholding and contributing to a standard of excellence that distinguishes us.”

Rose Clements FCPHR, Executive General Manager – People and Performance, Empired

CPD OPPORTUNITIES

- National Convention and Exhibition
- Inclusion and Diversity Conference
- State conferences
- Network forums
- Short courses for your inhouse team:
 - Emotionally intelligent leadership
 - Workplace ethics
 - Managing unconscious bias
 - Mindfulness – Mental health at work
 - Workforce metric analytics and planning
- Mentoring

For a full list and detailed description of the CPD opportunities, see [pages 18 – 22](#).

EXCLUSIVE MEMBER BENEFITS

- AHRI ProCover professional indemnity insurance
- Research reports
- Gartner publications and research
- AHRI Assist
- HRM magazine
- getAbstract
- Asia Pacific Journal of Human Resources

See ahri.com.au/memberbenefits for more details.

MID-CAREER HR PRACTITIONERS

HR EXPERIENCE **5+ YEARS** | MEMBERSHIP TYPE **MAHRI TO CPHR**

STUDENTS > EARLY CAREER > MID-CAREER > SENIOR/EXECUTIVE >

Keep your HR skills and knowledge up-to-date by undertaking the following CPD opportunities recommended for mid-career HR practitioners.

RECOMMENDED FORMAL EDUCATION

AHRI PRACTISING CERTIFICATION (APC) PROGRAM

Stand out from the crowd and take your HR career to the next level by attaining HR certification – the industry standard for the HR profession in Australia.

The APC program is one of the pathways to achieve HR certification. See [page 9](#) for more information.

CPD OPPORTUNITIES

- National Convention and Exhibition
- Inclusion and Diversity Conference
- State conferences
- Network forums
- Short courses:
 - Bullying and harrassment
 - Workplace ethics
 - Internal HR consulting
 - Measuring HR effectiveness
 - Recruitment and workplace relations
- Mentoring

For a full list and detailed description of the professional development opportunities see [pages 18 – 22](#).

EXCLUSIVE MEMBER BENEFITS

- AHRI ProCover professional indemnity insurance
- AHRI Assist
- HRM magazine
- Gartner publications and research
- Research reports
- Asia Pacific Journal of Human Resources
- getAbstract

See ahri.com.au/memberbenefits for more details.

HR CERTIFICATION

Stand out from the crowd and take your HR career to the next level by attaining HR certification – the industry standard for the HR profession in Australia.

WHY GET CERTIFIED

HR certification recognises HR capability as a combination of acquired knowledge, professional behaviours and the application of skills.

Whether you are a mid-level HR practitioner, a senior HR leader, an HR consultant or an HR academic, achieving HR certification:

- Builds the strengths and diversity of your HR skills, knowledge and experience
- Demonstrates to employers / clients your capability as an HR business partner
- Shows your commitment to the HR profession
- Enhances career progression.

Get HR certified to get ahead

ahri.com.au/certification

"Certification professionalises HR by providing a solid foundation and developmental path to follow. Organisations start to look for it."

*Georgia Siabanis FCPHR, HR Director,
The Turning Lane*

"There can be no better acknowledgement for HR professionals than to be recognised by their peers through HR certification. This will become a true differentiator for individuals and HR teams in future years."

*Craig Mason MAHRI, Founding Director,
The Next Step*

AHRI Practising Certification Program

DURATION

18 months part-time

STUDY MODE

Workshop or distance

SKILLS RECOGNITION

AHRI offers skills recognition through Recognition of Prior Learning (RPL) or Credit Transfer (CT) to recognise the skills and knowledge you have gained through formal study, life/work experience and non-accredited training.

INTAKES

Three intakes per year

PROGRAM INFORMATION

The AHRI Practising Certification Program (APC) is an industry-recognised equivalent of an AQF level 8 postgraduate program, designed to ensure the highest possible standards of HR practice and ultimately leads to professional certification upon graduation. This work-integrated program includes an in-depth examination of the key functions of HR management competencies and their application in the business environment, the organisation and for the individual.

PROGRAM OUTCOME

Underpinned by AHRI's Model of Excellence, program participants will equip themselves with the professional HR capabilities and leadership behaviours to:

- Become a Certified HR Practitioner
- Apply HR thought leadership and insight to foster a productive and sustainable culture that drives individual and organisational objectives
- Build organisational capability and influence organisational objectives.

APC TO MASTERS

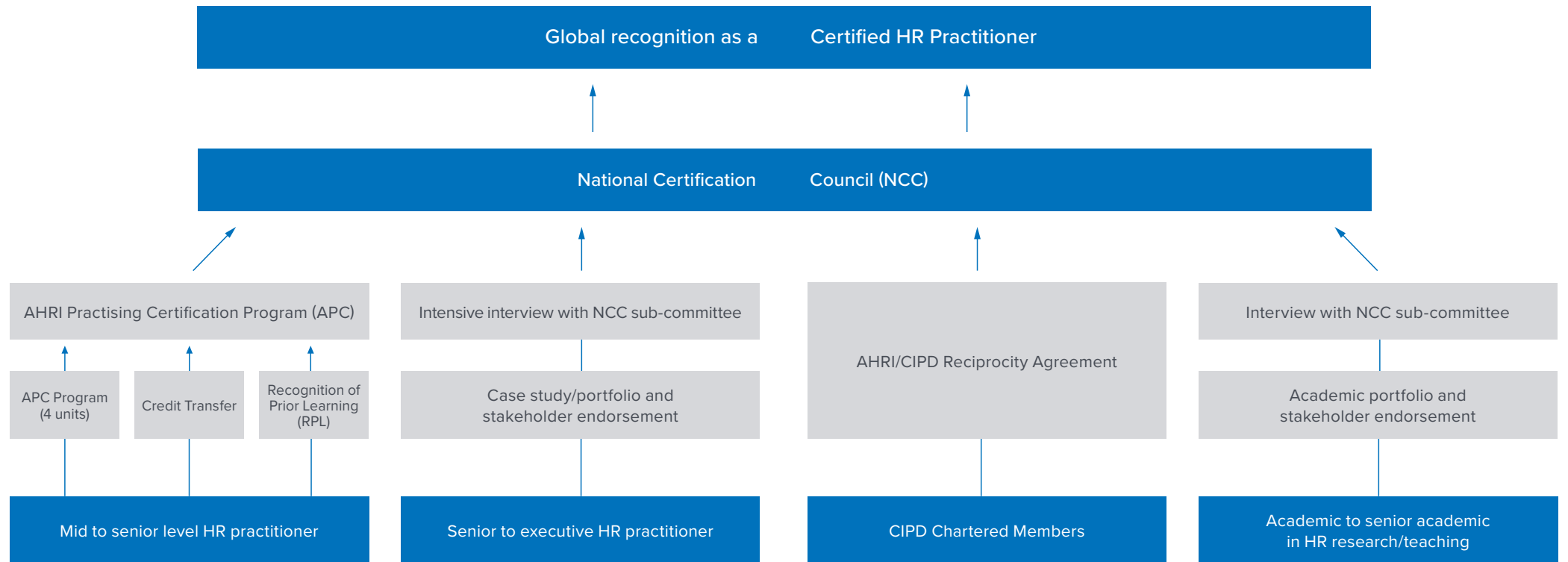
AHRI has also established partnerships with higher education providers giving APC graduates credits for further postgraduate study pathways including Masters and MBAs.

Your pathway to certification

ahri.com.au/apc

HR Certification Pathways

HR certification can be achieved through one of the four pathways, depending on your experience and skills.



PATHWAY ONE

The APC Program comprises four units of study equivalent to an AQF level 8 postgraduate qualification. The program is ideal for HR professionals with a minimum of five years' HR experience.

PATHWAY TWO

This pathway offers an opportunity for senior HR practitioners to be certified, considering previously gained skills and experience. This pathway requires 10 or more years' HR experience with a minimum of five years in a senior position demonstrating a record of achievement in managing the HR function.

PATHWAY THREE

This pathway is available to HR practitioners who have attained the CIPD chartered member categories of MCIPD and FCIPD under the AHRI/CIPD reciprocity agreement.

PATHWAY FOUR

This pathway offers an opportunity for academics and senior academics to become a Certified Academic HR, considering a portfolio of evidence demonstrating contribution to the body of HR knowledge and/or excellence in HR teaching practice.

Note: Academics currently practising in HR can also apply for Pathway Two.

EARLY CAREER HR PRACTITIONERS

HR EXPERIENCE **2–5 YEARS** | MEMBERSHIP TYPE **GAHRI TO MAHRI**

STUDENTS > EARLY CAREER > MID-CAREER > SENIOR/EXECUTIVE >

Keep your HR skills and knowledge up-to-date by undertaking the following CPD opportunities recommended for early career HR practitioners.

CPD OPPORTUNITIES

- National Convention and Exhibition
- Inclusion and Diversity Conference
- State conferences
- Network forums
- Short courses:
 - Communicating effectively
 - Conflict and mediation
 - Having difficult conversations
 - Workplace ethics
 - Internal HR consulting.

For a full list and detailed description of the CPD opportunities, see [pages 18 – 22](#).

EXCLUSIVE MEMBER BENEFITS

- Mentoring
- AHRI ProCover professional indemnity insurance
- AHRI Assist
- Asia Pacific Journal of Human Resources
- HRM magazine
- Research reports
- getAbstract

See ahri.com.au/memberbenefits for more details.

HR STUDENTS

HR EXPERIENCE **0–2 YEARS** | MEMBERSHIP TYPE **STUDENT**

STUDENTS > EARLY CAREER > MID-CAREER > SENIOR/EXECUTIVE >

Enhance your HR skills and support your future HR career by undertaking the following CPD opportunities recommended for HR students.

CPD OPPORTUNITIES

- Free exhibition and workshops at the AHRI National Convention
- Inclusion and Diversity Conference
- State conferences
- Network forums
- Short courses:
 - Business and professional writing
 - Communicating effectively
 - Customer service excellence
 - Having difficult conversations
 - Workplace ethics.

For a full list and detailed description of the CPD opportunities, see [pages 18 – 22](#).

EXCLUSIVE STUDENT MEMBER BENEFITS

- Work Experience Placement Program
- Mentoring
- AHRI Assist (excludes access to email assistance)
- Asia Pacific Journal of Human Resources
- Research reports
- getAbstract

See ahri.com.au/memberbenefits for more details.

PEOPLE MANAGERS AND ADMINISTRATORS

MEMBERSHIP TYPE **AFFILIATE**

If you are aspiring to be an HR practitioner or are leading a team, it is critical to give yourself the skills for managing people matters.

RECOMMENDED FORMAL EDUCATION

BSB41015 CERTIFICATE IV IN HR

This nationally accredited program provides essential knowledge and skills to commence a career in HR.

See [page 15](#) for further details.

CPD OPPORTUNITIES

- Free exhibition and workshops at the AHRI National Convention
- Inclusion and Diversity Conference
- Network forums
- Short courses:
 - Building effective teams
 - Influencing and negotiation skills
 - Leadership and management essentials
 - Managing performance
 - Project management fundamentals.

For a full list and detailed description of the CPD opportunities, see [pages 18 – 22](#).

EXCLUSIVE MEMBER BENEFITS

- AHRI Assist
- HRM magazine
- Research reports and publications
- Gartner publications and research.

See ahri.com.au/memberbenefits for more details.

BSB41015 CERTIFICATE IV IN HR

DURATION

6 or 12 months

STUDY MODE

Workshop or distance

INTAKE

6 month program:
3 intakes per year

12 month program:
2 intakes per year



RTO provider number: 110087

PROGRAM INFORMATION

AHRI's nationally accredited BSB41015 Certificate IV in Human Resources is designed for aspiring HR professionals seeking the foundational skillset to start their HR career, HR professionals looking to expand their capabilities, and administrative staff responsible for HR functions within their workplace.

You will gain a deeper understanding of the role HR plays in supporting the business strategy, learn how to source talent aligned to business goals, be aware of key workplace legislations as they relate to the employment cycle, and learn how to ensure a safe and healthy workplace from experienced facilitators who are HR professionals.

WHY STUDY WITH AHRI

- Expertise – Learn from Australia's leaders in HR
- Industry focused – Relevant, practical and interactive learning
- Flexible learning – Choose to study at your own pace or learn with others.

PROGRAM OUTCOMES

You'll graduate with the foundational skills to undertake the following HR functions:

- Business-driven human resource management
- Recruitment and workplace relations
- Building and developing talent
- Performance management
- Workplace health and safety
- Measuring HR effectiveness.



ACADEMICS

MEMBERSHIP TYPE **AMAHRI, CAHR AND FCAHR**

Keep your knowledge up-to-date by undertaking the following CPD opportunities recommended for academics.

HR CERTIFICATION

The Academic Pathway (AP) offers academics and senior academics an opportunity to become a Certified HR Academic, in recognition of their professional contribution to the thinking and knowledge within the HR discipline, through academic research and/or teaching.

The pathway also provides an opportunity to apply for Fellowship. Please refer to the certification pathway diagram on [page 10](#).

CPD OPPORTUNITIES

- National Convention and Exhibition
- Inclusion and Diversity Conference
- State conferences
- Network forums
- Short courses:
 - Emotionally intelligent leadership
 - Mastering self leadership
 - Mentoring at work
 - Mindfulness – Health at work
 - Presenting with impact.

For a full list and detailed description of the CPD opportunities, see [pages 18 – 22](#).

EXCLUSIVE MEMBER BENEFITS

- Asia Pacific Journal of Human Resources
- Research reports
- Gartner publications and research
- getAbstract
- HRM magazine
- AHRI Assist

See ahri.com.au/memberbenefits for more details.

SPECIALIST HR AREAS

AHRI offers education and CPD opportunities for professionals in the specialist HR areas.

Common areas of HR specialisation include:

- Recruitment
- Learning & development
- Change management
- Workplace health and safety
- Industrial relations
- Workforce planning
- Organisational development.

RECOMMENDED FORMAL EDUCATION

AHRI PRACTISING CERTIFICATION (APC) PROGRAM

Stand out from the crowd and take your HR career to the next level by attaining HR certification – the industry standard for the HR profession in Australia.

The APC Program is one of the pathways to achieve HR certification.

See [page 9](#) for more information.

CPD OPPORTUNITIES

- National Convention and Exhibition
- Inclusion and Diversity Conference
- State conferences
- Network forums
- Short courses:
 - Attracting and retaining talent
 - Change management
 - Leading through change
 - Conflict and mediation management
 - HR to organisational development
 - Internal HR consulting
 - Investigating workplace misconduct
 - Measuring HR effectiveness
 - Workforce analytics
 - Workforce metrics
 - Workplace health and safety.

For a full list and detailed description of the CPD opportunities, see [pages 18 – 22](#).

CPD OPPORTUNITIES

Pages 18 to 22 detail CPD and development opportunities for HR practitioners, people managers and administrators.

SHORT COURSES FOR INDIVIDUALS*

TITLE	CPD POINTS	DURATION
Attracting and retaining talent	7	1 day
Building and developing talent	7	1 day
Bullying and harassment	7	1 day
Business driven HR	7	1 day
Change management	7	1 day
Conflict and mediation	14	2 days
Develop and implement HR policies	7	1 day
Having difficult conversations	7	1 day
HR to organisational development	7	1 day
Internal HR consulting	14	2 days
Investigating workplace misconduct	7	1 day
Leading through change	7	1 day
Managing the legal issues across the employment lifecycle	7	1 day
Measuring HR effectiveness	7	1 day
Mentoring at work	7	1 day
Performance management	7	1 day
Recruitment and workplace relations	7	1 day
Strategic workforce planning	14	2 days
Workforce analytics	7	1 day
Workforce metrics	7	1 day
Workplace health and safety	7	1 day



AHRI MEMBERS CAN EARN 7-14 CPD POINTS

AHRI NATIONAL CONVENTION AND EXHIBITION

Australia's flagship event for HR professionals and business leaders, featuring global business leaders and thinkers on the big issues facing HR and business.

28-30 August 2018
(Extended program 28-31 August)
Melbourne Convention and Exhibition Centre

The AHRI National Convention and Exhibition brings thousands of attendees from around the globe to hear from the biggest names in HR and business, and take advantage of the abundant opportunities to network and connect.

Happening across four days, delegates can customise their experience and register for one, two, three or all four days of the convention.

The convention includes a two-day main program, Public Sector HR Conference, HR Tech Conference, workshops, networking events and Australia's largest HR exhibition.

Key thought leaders presenting at this year's convention include:

- Lynda Gratton
- Charles Handy
- Peter Cheese
- Herminia Ibarra
- Denis Gentilin
- Sir Bob Parker
- Genevieve Bell.

REGISTER NOW

Early bird registration closes 31 May 2018
Standard registration closes 14 August 2018
Late rates available until 31 August 2018

ahri.com.au/convention

AHRI MEMBERS CAN EARN UP TO 25 CPD POINTS



CPD OPPORTUNITIES (CONT.)

STATE CONFERENCES

October 2018



AHRI Members can earn 8 CPD points

Gain fresh insights from an outstanding line-up of speakers on HR innovations and trends at the AHRI State Conferences.

These conferences feature national thought leaders and local HR experts, giving you the opportunity to learn about contemporary HR practices and ideas, gain practical tools, and connect with local HR peers and business leaders in your state.

ahri.com.au/stateconferences

INCLUSION AND DIVERSITY CONFERENCE

2019



AHRI Members can earn 8 CPD points

AHRI's Inclusion and Diversity Conference focusses on how individuals and organisations can integrate inclusion and diversity in their organisation, change traditional workplace attitudes, and leverage inclusion and diversity principles to build a sustainable business model.

ahri.com.au/inclusion

INTERNATIONAL WOMEN'S DAY BREAKFASTS

March 2019



AHRI Members can earn 2 CPD points

International Women's Day continues to be a rallying point for discussing the economic, political and social futures of women.

Every year, AHRI's International Women's Day breakfast events bring together HR professionals and business leaders to honour this international celebration of women.

ahri.com.au/iwd

NETWORK FORUMS

All year round



AHRI Members can earn 1 – 2 CPD points

AHRI Networks are groups of HR professionals that share your interests and reside in your regional area. Network forums are run by AHRI members who volunteer their time and expertise to expand the scope of knowledge in a particular HR area of interest.

Network forums are free for AHRI members.

ahri.com.au/networks

WEBINARS



AHRI Members can earn 1 CPD point

The AHRI webinar series is an easy way for professionals to stay on top of emerging HR and business trends and discover practical solutions to implement in the workplace.

ahri.com.au/webinars

ELEARNING



AHRI Members can earn 1 CPD point

AHRI's elearning courses offer online training that give you the flexibility to gain new skills at any time that suits your needs. AHRI's elearning courses have been selected to complement AHRI's existing HR and management training programs, and offer a cost-effective and flexible alternative training option.

ahri.com.au/elearning

DEVELOPMENT PROGRAMS

MENTORING PROGRAM

Build your career and professional networks through AHRI's mentoring program. The program is run exclusively for AHRI members across two intakes each year.

AHRI members can apply to be a mentor or mentee. The mentoring program matches experienced HR professionals with upcoming HR practitioners, HR students and other professionals wanting to transition into an HR role.

ahri.com.au/mentoring



AHRI Members can earn CPD points for hours of participation

WORK EXPERIENCE PLACEMENT PROGRAM

AHRI runs three intakes of the Work Experience Placement Program each year and is open to all AHRI Student Members and Graduate Members.

Grab this opportunity to gain the experience that will give you a competitive edge when you start your HR career.

All placements are with AHRI Organisation Members.

ahri.com.au/wepp



AHRI Members can earn CPD points for hours of participation

RESEARCH AND PUBLICATIONS

AHRI offers resources and publications for its members and the wider HR and business community, including *HRM* magazine, *HRM* online, the *Asia Pacific Journal of Human Resources*, Gartner publications and research reports and enews *What's on at AHRI*.

ahri.com.au/publications



AHRI Members can earn CPD points

TEAMS AND ORGANISATIONS

TABLE OF CONTENTS

OPPORTUNITIES FOR TEAMS AND ORGANISATIONS	24
TRAINING NEEDS ANALYSIS GROUP ASSESSMENT TOOL	25
CORPORATE IN-HOUSE TRAINING	26
FORMAL EDUCATION IN-HOUSE	28
TRAINING TOOLKITS	29
ORGANISATION MEMBERSHIP	30
EVENTS – GROUP RATES	31
GROUP ELEARNING	31

OPPORTUNITIES FOR TEAMS AND ORGANISATIONS

AHRI offers extensive Continuing Professional Development (CPD) for teams and organisations. These programs and opportunities can be easily customised to suit the size and objectives specific to your team or organisation.

The training programs, events and other professional development opportunities can be undertaken on their own or packaged based on your organisation's requirements.

AHRI offers:

- Training Needs Analysis – group assessment
- Corporate in-house and customised training programs specialising in:
 - HR
 - Leadership and management
 - Business skills
- Formal education in-house delivery for:
 - AHRI Practising Certification Program
 - BSB41015 Certificate IV in HR
- Organisation membership
- Training toolkits
- Group elearning
- Group event bookings
- HR consulting.

FIND OUT MORE

To find out more about our customised solutions for your corporate needs, contact our team:
customlearning@ahri.com.au
1300 239 978

TRAINING NEEDS ANALYSIS GROUP ASSESSMENT TOOL

AHRI can assess your HR team's capability through our TNA group report (for groups of 10 – 300).

The tool is underpinned by the AHRI Model of Excellence which outlines the capabilities and behaviours required to be an effective HR practitioner. The capability self-assessment will provide your organisation with:

- Aggregated results across all individual skill assessments
- A customised report that can be benchmarked against other sectors
- A review of your current HR functions and services required
- Recommended targeted developmental roadmap to improve team capability.

Assess your team's capability
customlearning@ahri.com.au



CORPORATE IN-HOUSE TRAINING

Customise your training and align the content to the needs of your business.

Find out more

customlearning@ahri.com.au

1300 239 978

In-house training is an effective way to develop your team to optimise performance.

AHRI provides a range of quality corporate training solutions for in-house delivery, from two-hour formats to two-day programs.

Programs include HR, leadership, management and business skills options for groups of 6 – 20 people. Content can be customised and aligned to meet your business and team goals.

HR

TITLE	DURATION
Advanced organisational design NEW	1 day
Attracting and retaining talent	1 day
Bullying and harassment	3.5 hours
Change management	1 day
Conflict and mediation	2 days
Contact officer training	3.5 hours
Workplace ethics NEW	1 day
HR strategy planning	1 day
HR to organisational development	1 day
Internal HR consulting	2 days
Investigating workplace misconduct	1 day
Managing unconscious bias	3.5 hours
Mentoring at work NEW	1 day
Strategic workforce planning	2 days
Workforce analytics	1 day
Workforce metrics	1 day
Workplace health and safety	1 day

BUSINESS SKILLS

TITLE	DURATION
Applied emotional intelligence	1 day
Behavioural interviewing skills	3 hours
Business and professional writing	1 day
Communicating effectively	3 hours
Customer service excellence	1 day
Effective internal consulting	2 days
Finance for non-finance professionals NEW	1 day
Having difficult conversations	1 day
Mindfulness – mental health at work	3 hours
Project management fundamentals	1 day

LEADERSHIP AND MANAGEMENT SKILLS

TITLE	DURATION
Building effective teams	1 day
Building resilience	3 hours
Coaching your team for success	1 day
Conflict management	1 day
Creating high performing teams	2 days
Emotionally intelligent leadership	2 days
Influencing and negotiating skills	1 day
Interviewing skills for line managers	1 day
Leadership and management essentials	2 days
Leading through change NEW	1 day
Managing performance	3 hours
Mastering self-leadership	1 day
Mentoring at work NEW	1 day
Presenting with impact	1 day

FORMAL EDUCATION IN-HOUSE

AHRI Practising Certification Program

Eligibility: 5+ years in HR

Find out more

apcinhouse@ahri.com.au
1300 239 978

The AHRI Practising Certification Program (APC) can be delivered to your organisation onsite to further develop team capability and the consistency of HR skills across your organisation.

This approach of delivering the APC Program offers significant individual and organisational benefits including:

- Flexible onsite delivery to meet the requirements of your organisation with a group size of 12 – 20 participants
- Validates your commitment to your employees and demonstrates to stakeholders and clients that your organisation delivers best HR practice and standards
- Integration of advanced strategic HR management into your organisational strategy to ensure business success
- Implementation of an HR project that will impact organisational capability.

Find out more about the APC Program on [page 9](#).

BSB41015 Certificate IV in HR

Eligibility: 0+ years in HR

Find out more

customlearning@ahri.com.au



RTO provider number: 110087

The BSB41015 Certificate IV in HR can be delivered to your organisation onsite to further develop team capability and consistency of HR skills across your organisation.

Program outcomes include:

- Gaining a deeper understanding of the role HR plays in supporting the business strategy
- Becoming aware of key workplace legislations as they relate to the employment cycle
- Becoming aware of the responsibilities and liabilities of management with respect to ensuring a safe and healthy work environment
- Measuring the value and return on investment of HR interventions and how they contribute to a business' bottom line
- Onsite delivery for your organisation with a group size of 8 – 20 participants.

Find out more about the APC Program on [page 15](#).

TRAINING TOOLKITS

Find out more

customlearning@ahri.com.au
1300 239 978

AHRI's training toolkits are a practical and cost-effective way to upskill your team.

Toolkits contain materials to run half-day workshops internally for your team and include course agenda, participant workbook, PowerPoint presentation and step-by-step facilitator guide.

Toolkit topics include:

- Behavioural interviewing skills
- Building resilience
- Communicating effectively
- Managing performance
- Managing unconscious bias.

"If we don't invest in ourselves first and foremost, we can't be the profession we need to be. We have to invest in our own development and the development of leaders. We have to coach them, show them the blind spots and hold their hands through it. That's our job."

Jen White CPHR, HR Director ANZ,
Avnet Technology Solutions

ORGANISATION MEMBERSHIP

AHRI corporate membership offers you access to a range of resources, services, programs and events that provide career support for your team.

WHY BECOME AN AHRI ORGANISATION MEMBER?

- Corporate training rates
- Events – group rates
- Group elearning
- Discounts to add additional members
- Transferable membership if linked members leave
- One principal member will have access to individual membership benefits for no extra cost. These include:
 - HRM magazine
 - AHRI Assist online resource portal
 - AHRI ProCover professional indemnity insurance (for professional members only)
 - Access to local networking events at no cost.

We know that every organisation is unique, so we can work with you to create an organisation membership package that meets your specific needs.

CONTACT US

Contact us about how we can tailor a corporate package to benefit your organisation:

1300 239 978

organisationmember@ahri.com.au



EVENTS – GROUP RATES

Find out more

organisationmember@ahri.com.au
1300 239 978

Special rates for group bookings for members and non-members are offered for all AHRI events. Events include:

- AHRI National Convention & Exhibition 28-30 August 2018, Melbourne
- State Conferences October 2018
- Inclusion & Diversity Conference 2019
- International Women's Day Breakfasts March 2019

See [page 19](#) for details of AHRI's events.

GROUP ELEARNING

Find out more

customlearning@ahri.com.au
1300 239 978

For teams of 10 or more, AHRI offers group rates for more than 200 elearning modules that provide cost-effective solutions to complement our suite of HR and management programs.

Topics include:

- Ethics and compliance
- Leadership development
- Microsoft Office
- Talent management.



CONNECT WITH AHRI

Subscribe to our newsletter
for details of training and events
in your area.

Subscribe at
ahri.com.au/resources

You can also connect with AHRI online:

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 @ahriphotos

 @AHRItweets

 /AHRIAustralia

 hrmonline.com.au

All information is correct at the time of printing and subject to change.

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