

## Assessing Training and Development Needs to Support Business Goals

### *Getting it Right, Ensuring the Training Hits the Mark*

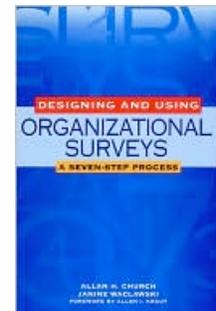
*A high-level organization assessment for the purpose of identifying training and development needs is one of the most critical tools in supporting organizational efforts of growth and marketplace adaptability. A well-designed and executed organization assessment identifies the knowledge, skills and abilities that employees need to attain individual goals that ultimately support the business goals of the enterprise as a whole. The assessment process also identifies structural and process issues that may be negatively impacting individual and organizational performance.*

*In this case-driven course you will learn to conduct assessments that analyze business needs and then translate these needs into training and education curriculum.*

**Who Should Attend:** Trainers, managers, executives, human resource development, generalists, organization development specialists, and technical specialists who make decisions about training, human resource programs, and coaching as part of their responsibilities.

**Course Length:** 3 Days

**Student Materials:** *Assessing Training and Development Needs Participant Guide*, 300 pages



### **Benefits**

- Conduct a training and development assessment using a systemized process using tried and true methodologies
- Forecast your organization's training and development needs using a systematic approach to compare current and future business needs
- Design core competency models to support business requirements
- Design a training and development curriculum that supports overall business goals
- Integrate training and development goals and objectives into the business plan

## Assessing Training and Development Needs... (cont'd)

### *What You Will Learn*

- Understand when and how to use a formal needs assessment process
- Use effective techniques to gather relevant information from internal and external clients
- Apply a model for identifying business goals and translating these into the design of overall curriculum
- Apply organizational analysis tools to accurately diagnose performance issues
- Conduct a 60/20/20 analysis to isolate for root cause in the structural, process and human systems areas
- Create training and development programs for the progressive growth of everyone in the organization from individual contributors through senior management