

Human Resources

# CIPD Level 3 Certificate in People Practice

## Course Details

### Price

£3,600.00

### Length

Start date TBA – 16 sessions over 9 months

## Course Overview

The **Foundation Certificate in People Practice** is aimed at those looking to move into HR, embarking on a career in HR or those working in HR and looking for a professional qualification to reflect their experience. The programme offers an overview of the essentials of people practice and provides a basis for starting or continuing to build your career.

The course is offered as a blend of online and face-to-face delivery and is designed to give you the autonomy to complete your qualifications around your life and commitments. All course content is linked to the world of work and ensures that you are given practical and theoretical knowledge to make the most of your qualification.

## Content

**Flexible learning that works for you**

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Successful completion of the qualification requires you to attend workshops and carry out assessment across 4 CIPD units as below:

### **Core Behaviours for People Professionals**

- Understand insightful approaches to supporting and maintaining ethics and professional practice
- Be able to promote respect and inclusive working underpinned by professional courage and a passion for learning

**Dates:** In Person TBA (10am - 4pm)

Online Assignment Support TBA (2pm - 5pm) (over Teams), plus 5 hours self-study

### **Essentials of People Practice**

- Understand the employee lifecycle and different roles within it
- Be able to contribute to the effective selection and appointment of individuals
- Know how legislation and organisational practices affect employment relationships
- Know the importance of performance management in motivating and retaining individuals
- Know the importance of reward in attracting, motivating and retaining individuals
- Understand how to support others to develop the skills and knowledge required to meet both individual and organisational objectives

**Dates:** In Person TBA (10am - 4pm)

Online Assignment Support TBA (2pm - 5pm) (over Teams), plus 15 hours self-study

### **Business Culture and Change in Context**

- Understand the business environment in which the people profession operates, including the key issues that affect it
- Understand how people's behaviour in the workplace affects and shapes culture
- Understand the importance of effective management of change

**Dates:** In Person TBA (10am - 4pm)

Online Assignment Support TBA (2pm - 5pm) (over Teams), plus 5 hours self-study

## Principles of Analytics

- Understand how evidence-based practice informs organisational measures and outcomes
- Know how creating value benefits employees, customers and wider stakeholders

**Dates:** In Person TBA (10am - 4pm)

Online Assignment Support TBA (2pm - 5pm) (over Teams), plus 5 hours self-study

## Benefits

The CIPD Level 3 Certificate in People Practice is designed for those starting their career in or moving into people practice. This course gives a factual, procedural and theoretical knowledge of elements of people practice. It also offers you an understanding of the nature of the people profession.

## Prerequisites

Pre-Course Interview (1 hour)

## Assessment

Module assessments are set by CIPD and are subject to change from time to time. The assessments cover all the learning outcomes in the qualification.

## Next Steps

If you would like to book a place on this course please click on the **'Book Course'** button to the right of this page and login or register for a user account to complete your booking(s). Any queries please do not hesitate to contact us via [admin@gta.gg](mailto:admin@gta.gg) or call us on 01481 224570.

If no date is scheduled for this course at the present time please click on the **'Register Interest'** button and login or register for a user account so that we can add you to our course interest register. This register allows us to contact our tutors and finalise dates for a course as soon as we have a few people who have expressed their interest, so the more delegates who register their interest, the sooner we can schedule a particular course.

## Course Tutor

### Jacqui Richards

Jacqui is a Chartered Fellow of the CIPD and a Fellow of CMI, with over 30 years' HR experience across several industry sectors and worked for the Government of Jersey as Director of Jersey Business School, Highlands College. She has previously held positions on the Jersey CIPD Branch, the HR sub-committee of the Jersey Chamber of Commerce and worked directly for CIPD as a national CIPD membership upgrade assessor. Jacqui is also a leadership coach and mentor for both experienced executives and those looking to progress into management roles.