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SMME Clinic Masterclass

HR for Non-HR Manager

Bernadette M Smith

Thrivalist Bee 

Thrivalist Life Coach

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Practical Business Remedies

Hi, I'm **Bernadette Smith**, known as **Thrivalist Bee**, I joined the Thrivalist™ Life Coach Team in July 2022, with 4 decades of experience, 25 of which in Corporate Human Resource, Training, Consulting & Coaching.

As a Learning & Development Advisor for Africa and The Middle East, I have trained individuals in Supervisory, Leadership & Targeted Selective Interview Skills, to name a few.

I am trained as an NLP (Neuro-Linguistic) & ILS (Inner Life Skills Coach). I hold several Training & Development qualifications ranging from a Training Development Diploma, Diploma in Occupational Directed Educational Training Practice & DDI (Development Dimensions International) Facilitator.

In this new chapter as a Thrivalist Life Coach, it is about **creating** and **choosing** the life that I wants to live. My focus is on **Holistic Wellness** and how this can be balanced in the workplace, together with **Coaching Talent Management** focusing on **Mindset, Behaviour and Personal Leadership**.



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"Hire Character. Train Skill."

~ Peter Schutz



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What is Human Resources

- People are **essential** to the success of any business. The performance of employees can be a *liability* or **an asset** to a company. As a Leader, Manager, Supervisor or Team Leader, you will play a **pivotal role** in how successful your company is. Good Human Resource Management (HRM) is **critical** for businesses of all sizes.



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What is Human Resource Management?

- Human Resource Management, or HRM, is the practice of managing people to achieve better performance.
- For example, if you hire people into a business, you are looking for people who ***fit the company culture*** as they will be happier, stay longer, and be more productive than people who aren't the right fit.



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- It may feel a bit *weird* to refer to people as 'human resources or human capital'. Human Resources are all the people that in one capacity or another, work for or contribute to an organization.
- These people make up the company's workforce. They can be regular employees, but also contractors



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8 Elements of Human Resources

1. **Recruitment & Selection Plus Talent Acquisition**
2. Performance Management
3. Succession Planning & Change Mgt
4. Compensation & Benefits
5. Employee Experience & Wellness
6. Learning & Development
7. HR's Support of the Organization's Mindset
8. HR Information Systems & HR Data Analytics

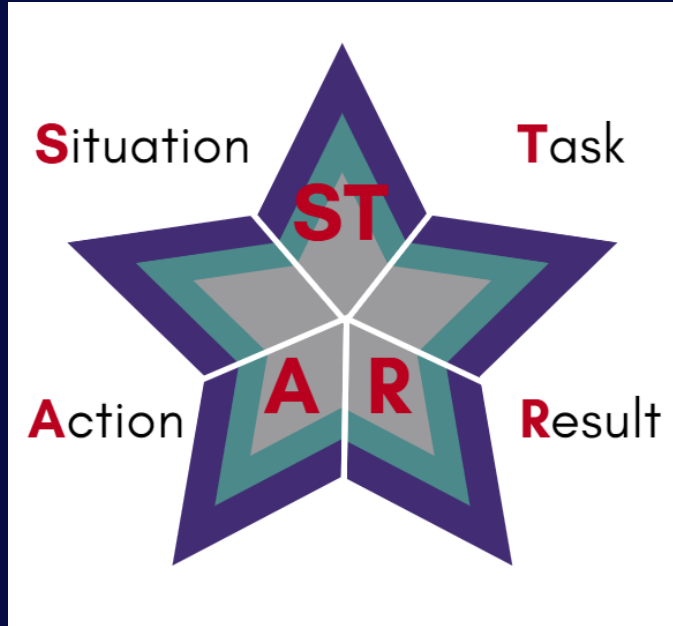


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Of The 8 Elements As A Manager In Your Organization
You can have HUGE impact in this one area ...

1. **Recruitment & Selection Plus Talent Acquisition**



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Who Should Attend

- **Seasoned HR Practitioners – At a Best Practice check-in.**
- **Graduates who are new to the HR function.**
- **Office Managers/Administrative Assistants that have a roll in HR.**

Workshop Schedule

- **This workshop can be run over a 5 hour period in 1 day, *but for best results 1 hour per week over 5 weeks period.***



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If you have any questions or would like
to take a deeper dive into **Human
Resources Management**, Email
Bernadette Smith on
Hello@ThrivalistLifeCoach.com.

Or follow us on **@ThrivalistLifeCoach**



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“Success in HR is not just about
managing resources;
it is about *Inspiring & Unleashing*
the **FULL POTENTIAL** of
individuals!”

~ Dr Dieter Veldsman



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Thank You!



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