

**RESOURCE SPEAKER
TOPIC OUTLINE
HUMAN CAPITAL
MANAGEMENT
RIT-AIR™**

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Unlock the potential of your people

**Session Three
Human Capital Management for
Small to Medium Enterprises**

RIT-AIR™

People are undervalued as our greatest asset. You need practical tools to help you lead and motivate them.

The implementation of strategy and the ability to achieve a company's objectives is largely dependent on the people within the organisation. People are undoubtedly our greatest asset, but are often the most poorly managed.

Looking after our people is often perceived as too difficult, too time-consuming and unimportant. The reality is that some time must be invested in our people, but it is not difficult and has a huge influence on the bottom line. Recent studies have shown that an exiting employee can cost the company 150% to 250% of their annual salary package, depending on their role and seniority. Regrettably, key customers or clients may also leave with that employee.

The primary objective of any business should be to improve workforce productivity and generate wealth through the engagement of all employees. To achieve this outcome, it is important to focus on attracting and retaining the Right people, in the Right place, at the Right time, doing the Right thing (R2R2).

THE KEY STEPS

This third session workshop will cover the following key steps in the Human Capital Management process:

Recruitment and Selection

Procedures for acquiring the Right people in the Right place.

Induction

Ensuring those people become productive as quickly as possible.

Training

Determining what training is needed and how effective it is – an ongoing process.

Appraisal

How well the job is being completed and the goals employees should be working towards.

Incentives

The ways in which people can be rewarded and the type of assessment that will work best in your company.

Retention

How good the fit is within your company culture and the appropriate rate of turnover.

Having motivated, well-trained and rewarded employees are the keys to business success. The RIT-AIR™ process provides focused and effective empowerment tools that will help you encourage ordinary people to achieve extraordinary things.