

Position Management

Course Number: 4914

Length: 2 Days

Primary Delivery Method: Instructor-led live classroom

Alternative Delivery Methods:

Course Description

Learn strategies to overcome position management challenges and best practices for how to use position management to influence organizational success. You will also develop skills and tools for organizational design, workforce alignment, job description development, and organizational gap mitigation.

Intended Audience

This course is designed for federal HR professionals or organization leaders who must effectively handle position changes to align with evolving organization design and needs.

Course Learning Objectives

- Develop background knowledge of position management as it pertains to federal human resources
- Identify organizational components related to position management
- Define the role of position design in position management
- Summarize organizational gaps and strategic processes to mitigate them
- Demonstrate the use of tools and strategies that alleviate workforce planning challenges

Course Additional Features

- Producer Support
- Technical Support Team
- Dedicated In-House Accessibility/Section 508 Compliance
- Student Resource Guides

All details about the Additional Features are available on this page. [Click here to Explore](#)

Course Schedule

DAY ONE	
MORNING	Lesson 1: Introducing Position Management in the Federal Government
	Lesson 2: Position Management Elements
LUNCH	

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AFTERNOON	Lesson 2: Position Management Elements, continued
	Lesson 3: Position Design in the Federal Government

DAY TWO	
MORNING	Lesson 3: Position Design in the Federal Government, continued
	Lesson 4: Identifying Organizational Challenges
LUNCH	
AFTERNOON	Lesson 4: Identifying Organizational Challenges, continued
	Lesson 5: Position Management Best Practices and Applying Organizational Strategies

Learning Methods

Individual, small-group, and large-group exercises; lecture, discussion, action planning

Credits

National Association of State Boards of Accountancy (NASBA)

- Field of Study: Personnel/Human Resources
- Level: Intermediate
- CPEs: 16

Professional Development Units (PDUs)

- Credits: 14

Continuous Learning Points (CLPs)

- Credits: 16

Management Concepts Certificate Program Relationship

This is an elective course in the following program(s):

Position Management

- [Human Capital Certificate Program](#)
- [Human Resources Certificate Program](#)

Prerequisites

Suggested

- [Federal Workforce Planning](#)
- [Job Analysis for Recruitment and Selection](#)
- [Federal Talent Acquisition](#)

Pework

There is no pework required for this course.

Requirements for Successful Completion

Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

Follow-On Resources

- [Supporting Professional Growth in Organizations](#)

Position Management

Ready to Enroll?



See the most recent course information and scheduled classes at this link:
<https://www.managementconcepts.com/course/id/4914>



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