

Frequently Asked Questions

Course Title: Position Management

Course #: 4914

Duration: 2 Days

Delivery Method: Instructor-led live classroom

1. What business or organizational need does this course address?

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.

2. Who should attend?

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.

3. What will I learn how to do in this course?

- 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

4. What kinds of activities are included in this course?

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

5. Are there prerequisites for this course?

Suggested:

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

6. Do I have to complete any prework for the course?

Frequently Asked Questions

There is no prework required for this course.

7. Is this course applicable toward a professional certification?

No, this course is not applicable toward a professional certification. However, many Management Concepts courses do prepare you for professional certification programs. Click [here](#) to see a full list of professional certification programs that are supported by Management Concepts training courses.

8. Does this course count for credit toward a Management Concepts Certificate Program?

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

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

9. What credits do I earn by completing this course?

The following credits are available for this course:

NASBA CPEs: 16

NASBA Field of Study: Personnel/Human Resources

NASBA Level: Intermediate

CEUs: 1.3

PDU: 14

CLPs: 16

10. What course(s) do you recommend after I complete this course?

- [Supporting Professional Growth in Organizations](#)

11. What are Additional Features?

Most courses and training solutions have **Additional Features** designed to help every learner master and retain the concepts explored in the course. You can see which Additional Features are added to this course on the course page under the **Learning Objectives & Additional Features** tab – and for a more detailed exploration of our Additional Features, you can visit [this web page](#).