Course : Developing your employees' skills

Practical course - 2d - 14h00 - Ref. DCO
Price : 1590 CHF E.T.

★★★★⯨   4,7 / 5

This course enables you to structure and manage the development of both individual and collective competencies within your team. It provides practical tools to conduct development interviews, strengthen engagement, and design a skills development plan tailored to your team and its specific context.

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Analyze the strategic challenges of skills development and the manager's role
- ✓ Identify individual and collective competencies to be developed
- ✓ Conduct a skills development interview
- ✓ Design an operational skills development plan tailored to their team

Intended audience
Team managers, anyone seeking to structure their practice.

Prerequisites
Management knowledge.

Practical details

Hands-on work
This highly interactive course is based on multiple exercises and role-playing scenarios with individualised feedback and analysis.

Course schedule

1 Introduction

- Identify the company's strategic challenges related to skills development
- Analyze the manager's role in developing team competencies

Hands-on work
Facilitate a World Café session on employee skills development

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PARTICIPANTS
Team managers, anyone seeking to structure their practice.

PREREQUISITES
Management knowledge.

TRAINER QUALIFICATIONS
The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS
The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.
Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES
• The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
• At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
• A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

2 Identify individual development levers

- Identify employees' needs, potential and maturity level
- Involve employees in identifying their development areas
- Use delegation as a lever for skills development

Hands-on work
Based on a managerial situation, identify individual development levers and define an appropriate delegation action

3 Communicate and conduct a development interview

- Apply feedback techniques to support progress
- Manage personal resistance and that of the employee
- Understand the different stages of the professional interview
- Practice active listening
- Establish a climate of trust that fosters dialogue
- Use recognition as a motivational tool

Hands-on work
Conduct a constructive development interview with an employee

4 Develop team competencies

- Step back and analyze the current functioning of a team or project
- Define skills development priorities
- Clarify objectives and build commitment
- Encourage knowledge transfer within the team
- Support employees in developing and managing their learning potential

Hands-on work
Based on real cases, define team development priorities

5 Manage a skills development plan

- Identify development actions for team members
- Organize time to manage skills development effectively
- Maintain long-term motivation
- Develop a concrete action plan for the team

Hands-on work
Manage a skills development plan based on participants' real context

Dates and locations

REMOTE CLASS
2026 : 11 June, 11 June, 24 Sep., 24 Sep., 16 Nov., 16 Nov.