

Course : Understanding and applying the reforms in vocational training

Practical course - 1d - 7h00 - Ref. FIP

Price : 1540 CHF E.T.

Teaching objectives

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

- ✓ Understand and apply the reforms in vocational training
- ✓ Refine HR policy and direct training activities
- ✓ Map existing HR tools
- ✓ Understand the new provisions relating to the CPF (compte personnel de formation - personal training account)

Course schedule

1 Understanding the main principles of the various vocational training reforms

- Issues around vocational training.
- The principles and the key provisions of the 2004 reform.
- The principles and the key provisions of the 2004 and 2009 reforms.
- The latest reforms in 2013 and 2014: the CPF, the developments in funding and the professional appraisal

Hands-on work

Hands-on work Quiz on the essential aspects of vocational training with collective debriefing.

PARTICIPANTS

PREREQUISITES

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.

2 Mapping existing HR tools

- Validation of Prior Learning and Workplace Experience (VAE). What is it? What certifications are targeted?
- Skills assessment and its various phases.
- Professional step assessment: obligations of the employer and the employee.
- The management tool for professional careers. The legal framework and the passport model.
- The content, benefits and use of the training passport.
- Drawing up a professional interim assessment framework.
- Organizing the appraisal interview: the steps.

Hands-on work

Hands-on work Collective discussions about the tools used. Create your own training passport to prepare for the appraisal interview.

3 Managing the training plan

- The training plan: a requirement and a central element of HRM policy.
- The training plan: the two categories.
- Collating and centralizing training needs.
- Development of the training plan: how it is used.
- The role of the OPCA (accredited fund-collecting agency).
- Impact of the latest legislation.
- Managing your planning with your OPCA.
- Receiving training and evaluating your partners.
- Organizing training leave: CIF, CVAE, CBC.
- The employees affected and the conditions.

Hands-on work

Hands-on work Analyze your training plan: indicate the themes present and discussed. Prepare a business case.

4 Managing the transition from the DIF to the CPF

- Portability of the DIF and CPF.
- Analyzing requests for training. Training falling within the scope of the CPF.
- Understanding the new provisions relating to the CPF.
- Implementation of the professional development session.

Hands-on work

Hands-on work

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

Dates and locations

REMOTE CLASS

2026 : 26 June, 25 Sep., 18 Dec.