

# Course : Contribution to leading social dialogue certification course

**Skills block of RNCP 35878 title**

***Practical course - 7d - 49h00 - Ref. ZDS***

NEW

This course represents the third skills block, "Contribution à l'animation du dialogue social", of the state-recognized RNCP 35878 level 6 (Bac +3) "Chargé des ressources humaines" qualification. It will teach you how to implement a GEPP/GPEC approach, build a skills repository, conduct professional interviews and manage a skills development plan. Key skills for structuring and anticipating talent management within the company.

## Teaching objectives

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

- ✓ Understanding the responsibilities and operating rules of the CSE
- ✓ Understanding the new rules of collective bargaining
- ✓ Gather, select and analyze information
- ✓ Produce easy-to-use summary notes
- ✓ Understanding the regulations applicable to professional elections
- ✓ Drawing up a pre-election memorandum of understanding
- ✓ Preparing and deploying professional elections
- ✓ Working with partners to promote commitment, social peace and corporate reputation

## Intended audience

Anyone wishing to contribute to social dialogue.

## Prerequisites

Hold a validated Bac + 2 or a Bac + 2 with at least 3 years' professional experience (no prerequisites in HR), or hold a Bac and have significant professional experience (at least 5 years). Supporting documents will be requested by SUP des RH. If you don't meet these criteria, you can apply to the Validation des Acquis Professionnels (VAP) committee.

## PARTICIPANTS

Anyone wishing to contribute to social dialogue.

## PREREQUISITES

Hold a validated Bac + 2 or a Bac + 2 with at least 3 years' professional experience (no prerequisites in HR), or hold a Bac and have significant professional experience (at least 5 years). Supporting documents will be requested by SUP des RH. If you don't meet these criteria, you can apply to the Validation des Acquis Professionnels (VAP) committee.

## 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.

## Certification

Skills block "Contribution à l'animation du dialogue social", from the "Chargé des ressources humaines" professional certification, issued by SUP des RH. Registered in the répertoire national des certifications professionnelles, under number 35878, by decision of the Director General of France Compétences dated 15/09/2021.

## Course contents

This course consists of the following modules :

### Developing Succinctness in Your Writing or Speaking

Ref. ECO - 2 days

★ 4 / 5

### CSE: organizing Social and Economic Committee elections

Ref. CSB - 1 day

★ 5 / 5

## Course schedule

### 1 HR managers: integrating the new challenges of their role

- The role and challenges of the HRD.
- HR policy as part of the company's overall development strategy.
- The HRD: revealing and developing skills.
- The HRD as an agent of change.
- The HR manager as a driving force behind managerial dynamics.
- The HRD promotes social dialogue and corporate communication.

### 2 CSE: exercising your mandate within the Social and Economic Committee

- How the CSE works.
- General powers of the CSE.
- The CSE's economic, social and environmental missions.
- Health, safety and working conditions.
- CSE resources.
- The new rules of collective bargaining.

### 3 Develop your ability to synthesize written and spoken information

- Defining the spirit of synthesis.
- Locate essential information in written material.
- Process oral information.
- Produce a synthetic oral presentation.

### 4 CSE: organizing Social and Economic Committee elections

- Legislation applicable to professional elections.
- Drawing up a pre-electoral agreement.
- Preparing for professional elections.
- The conduct and counting of elections.

## 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

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.

## 5 Certification

- SUP des RH contacts the candidate directly to schedule the certification exam.
- End-of-module exam based on practical case studies, covering all block topics.
- The examination covers the management of social situations in a corporate context and the rules of collective law.
- Candidates are placed in a professional situation, so they have access to the Internet to search for information.
- Written test on PC with Internet access.

## Dates and locations

### REMOTE CLASS

2026 : 4 June, 10 Sep.