

## Human Resources for Health Course Details

Department: Safety, Health and Environment (SHE)

Presented by Magna Skills Development Institute

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## Course Summary

Examines the complexities and multiple issues involved in human resources management in healthcare organizations. Offers healthcare managers an opportunity to obtain the knowledge and tools to manage people in all aspects of their work from recruiting, to the hiring interview, to compensation and benefits, to motivational strategies and performance appraisals, to promotions and terminations. Seeks to provide the healthcare manager with current thinking, theory, and best practices for the effective management of people in healthcare organizations.

## Course Objectives

- Develop the knowledge, skills and concepts needed to resolve actual human resource management problems or issues.
- Manage the employment relationship, which is a shared responsibility between employers, management, human resources specialists, and employees. Investigate how HRM is responding to current business trends, opportunities, and challenges.
- Identify the human resources needs of an organization or department.
- Conduct a job analysis and produce a job description from the job analysis.
- Evaluate the procedures and practices used for recruiting and selecting suitable employees.
- Assess training requirements and design a successful orientation and training program.
- Discuss workplace health and safety programs and the roles of the employer and the employee in enforcing health and safety policies and procedures.
- Explain the responsibilities of management, HRM specialists, managers, and employees in managing the employment relationship in a unionized or a non-unionized environment.

## Course Outline

- Need for Human Resources Management
  - Topic 1: Human Resources Management-Roles and Responsibilities
  - Topic 2: The Changing Role of HRM and Growing Professionalism within the HR Function
  - Topic 3: HRM Challenges in the Twenty-First Century
  - Topic 4: Legal issues in HRM
- Matching HR Needs and People
  - Topic 1: Job Design
  - Topic 2: Job Analysis
  - Topic 3: Human Resources Planning

- Topic 4: Understanding a Shifting Labour Market
- Module 3: Developing People
  - Topic 1: Employee Orientation and Socialization
  - Topic 2: Training and Development
  - Topic 3: Performance Management
  - Topic 4: HR's Role in Setting a Climate for People Development
- Compensation and Recognition
  - Topic 1: Employee Compensation
  - Topic 2: Incentives and Rewards
  - Topic 3: Employee Benefits and Services
  - Topic 4: Trends in Compensation and Benefits
- Recruitment and Selection
  - Topic 1: Recruitment Strategies
  - Topic 2: Processes for Selecting the Best Candidate
  - Topic 3: Legal Issues Related to Recruitment and Selection
- Developing a Healthy Work Environment and Effective Employee Relations
  - Topic 1: Occupational Health and Safety Legislation - Creating a Safe Work Environment
  - Topic 2: The Human Rights Code - Establishing a Positive Work Environment
  - Topic 3: Foundations of Effective Employee Relations
  - Topic 4: Labour-Management Relations
  - Topic 5: Disciplinary and Grievance Procedures



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## Company Overview

**Who We Are:** Magna Skills is a premier training and capacity-building organization specializing in professional development for government institutions, NGOs, and the private sector.

**Our Mission:** To provide world-class training solutions that equip professionals with the expertise needed to excel in their careers and contribute meaningfully to their organizations.

**Our Vision:** To be the leading provider of professional training and development across Africa, fostering excellence, innovation, and capacity-building in public and private sectors.

## Core Values

- **Excellence** – Delivering high-quality training tailored to meet the evolving needs of professionals.
- **Integrity** – Upholding the highest ethical standards in all our engagements.
- **Innovation** – Embracing new technologies and methodologies to enhance learning experiences.
- **Customer-Centric Approach** – Ensuring client satisfaction by providing relevant, practical, and impactful training.
- **Collaboration** – Partnering with industry experts and institutions to provide the best learning opportunities.

## Our Training Methodology

We use a blended learning approach that includes instructor-led training, case studies, workshops, and post-training support.

## Why Choose Magna Skills?

- Experienced Trainers
- Customized Training Solutions
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- Global Recognition
- Proven Track Record

Request for Training Form

Complete the form and share with Magna Skills Support Team on email info@magnaskills.com or Send Whatsapp on: +27630079022

Approval & Authorization	
Applicant Details	Course Details
First Name:	Course Name:
Last Name:	Training Venue:
Mobile:	Month:
Email:	Training Method: Online[ ____ ] Face to Face [ ____ ]
Company Name:	Duration:
Country:	Number of Staff Members:

By signing this agreement, both parties confirm their commitment to the terms outlined in this proposal.