

Encouraging Employee Learning



This course is designed to help managers and supervisors guide employees toward increasing their learning capacity and contributing their knowledge to achieve the organization's strategic and operational priorities.

Course Objectives

- Persuade employees that continuous learning is important to work performance.
- Guide employees to learn about topics that will be useful to them, to their careers, and to the organization.
- Help employees develop or enhance their learning skills and abilities.
- Encourage employees to reach beyond traditional formal training opportunities by exploring informal, social, and experiential opportunities.

Course Specifications

 CPE Credits 8

 **Training Format**
Virtual-Live

 **Length** 1 Day (8hs)

 **Modules** 7

\$1,095 USD
Virtual-Live | Instructor Led

* **Intended for** Change leaders, Project managers, Change management practitioners, Continuous improvement specialists and IT professionals.

Agenda

▾ Module 1 | Introduction And Overview

- Why is employee learning important?
- Where can employees find learning opportunities?
- How can employees learn in multiple contexts?

▾ Module 2 | The rationale for Employee Learning

- Identify the four Principles of Adult.
- Learning the five moments of learning need.
- Identify employees' need to develop self-directed learning behaviors.

▾ Module 3 | Building Learning Skills and Abilities

- Awaken employees' curiosity and help rebuild their capacity for learning.
- Reflect on information sources that would meet the needs of employees in the workplace.
- Develop ways to collect and organize learning for later use.

▾ Module 4 | Finding Learning Opportunities

- Understand development opportunities that can positively impact key engagement drivers.

Course Materials

As a course participant, you will gain access to:

- The program workbook and handouts (if available)
- Two-year access to our training platform, where you'll be able to revisit course materials and presentations
- Early access to whitepapers, videos, webinars, and blogs

Credits

Credits from the following organizations are available by completing this program:



- Identify useful knowledge and ideas adjacent to work.
- Help employees identify how to acquire skills and expertise to perform work responsibilities.

Module 5 | Engaging in Learning Activities

- Understand the shared responsibilities of employees, managers, and Learning & Development.
- Identify ways on how employees learn at work.
- Enable employee growth by providing learning.

Module 6 | Contribution to Organizational Learning

- Identify contributing factors of an employee's job role to organizational learning.
- Learn how to improve personal and collective performance.
- Learn how to quicken knowledge acquisition, eager, and ready to work.

Module 7 | Strategies for Improving Employee Learning

- Learn how to enhance employee satisfaction by providing learning opportunities aligned with motivation and purpose.
- Determine adaptive ways to practice continuous learning at all levels of the organization.
- Understand how to increase employee contribution aligned with performance expectations.

Program Benefits

✓ Get your training via Flexible Learning Options

Explore our performance-focused training and certification paths in virtual-live, on-demand, or in-person settings. No matter your chosen format, engage with peers, join focused sessions, and more.

✓ Develop a Comprehensive Skill Set for Your Desired Area

Our programs cover strategy, planning, and execution. With over 20 years in the public sector, we guarantee your team excels in decision-making and gains sector-specific expertise.

✓ Deliver Efficient Solutions for Your Agency

Elevate your performance management capabilities to enhance project efficiencies and provide performance-based solutions to citizens.

Bring Performance Institute Training and Certification On-Site to Your Organization

Empower your team with the Certified Government Performance Manager (CGPM) program from The Performance Institute. Gain the expertise to lead performance management initiatives within your organization effectively.

Our program offers two certification options: **a standard certificate with a brief examination and an advanced certificate involving a capstone project. With the advanced certificate, you'll tackle a real-world project from your agency, applying course concepts and receiving expert feedback.**

Upon certification completion, you'll earn both professional distinction and academic credit. The Performance Institute is accredited by the National Association of State Boards of Accountancy (NASBA).

Customize the CGPM program to meet your organization's unique needs. On-site training for groups of seven to 30 ensures optimal utilization of your training budget. Our subject matter experts will collaborate with you to identify specific organizational requirements and tailor the training accordingly.

Interactive exercises based on real-life examples from your organization foster an engaging learning environment while delivering immediate ROI on your training investment. Address specific challenges and align session curricula with your objectives seamlessly.

For more information on bringing Performance Institute Training on-site to your organization, **call 1-877-992-9521 or email info@performanceinstitute.org.**

Performance Institute is registered with NASBA as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have the final authority on course acceptance for CPE credit. Submit complaints regarding registered sponsors to the National Registry of CPE Sponsors via its website: www.learningmarket.org.

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Online

Register online at

www.performanceinstitute.org

Call

Call us and we will assist you through your registration process

** Additional group and individual discounts may be available. Contact us for more information.*

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