# Contents

Introduction to HRM	2
Strategic Human Resource Management	Error! Bookmark not defined.
Internal and External Influences: Managing People Ethically	Error! Bookmark not defined.
Perspectives on the Employment Relationship	Error! Bookmark not defined.
Job Analysis and Design	Error! Bookmark not defined.
Learning, Training and Development	Error! Bookmark not defined.
Career Planning and Development	Error! Bookmark not defined.
Performance Management Systems	Frror! Bookmark not defined.

## Introduction to HRM

#### What is HRM?

- The policies, practices and systems that influence employees' behaviour, attitudes, relationships and performance in an organisation
- HRM is complex, rapidly changing, crucial to organisational success and deals with difficult issues and dilemmas
- All organisations rely on the availability and effectiveness of three kinds of resources finances, technology and people
- Human Resources is almost always the key ingredient for organisational success
- HR is the most unpredictable and often the largest ongoing cost factor, and may also be regarded as the most valuable asset in any organisation
- Both the nature of work and workplaces are currently transforming
- Liaison between management and employees
- Conflict resolution
- General industry disputes
- Recruitment, performance management, structure employment contracts, salaries and rewards, policies and structures to improve wellbeing of employees, compliance, legal
- Strategic partner within organisation
- Culture what organisations expect from employees duties and responsibilities

#### **Stages in HRM Development**

- 1900s 1940s Welfare and administration what happens socially impacts greatly on employment (great depression, wars)
- 1940s mid 1970s Welfare, administration, staffing and training creation of recruitment and training being linked to HR schools of thought
- Mid 1970s late 1990s HRM and SHRM performance management, OH&S, loss of welfare, policy and regulation orientated
- 2000 onwards SHRM into the future push on strategy, success = aligned overall strategy
   competitive and sustainable as an organisation, GFC from 2007 onwards unemployment
- Now wellbeing and welfare returned as main focus, stress related illnesses absenteeism

Technology is taking over – theoretically making life and work easier but taking jobs away, affects behaviours, attitudes and motivation levels

### Differences in Personnel Management and Human Resource Management

	PM	HRM
Time and Planning	- Short term	- Long term
Perspective	- Reactive	- Proactive
	- Ad hoc	- Strategic
	- Marginal	- Integrated
Psychological Contract	- Compliance	- Commitment
Control Systems	<ul> <li>External controls</li> </ul>	- Self-control
Employee Relationship	- Pluralist	- Unitarist
Perspective	- Collective	- Individual
	- Low trust	- High trust
Preferred Structure/System	<ul> <li>Bureaucratic/mechanistic</li> </ul>	- Organic
	- Centralised	- Devolved
	<ul> <li>Formal/defined roles</li> </ul>	<ul> <li>Flexible roles</li> </ul>

Roles	- Specialised/professional	<ul> <li>Largely integrated</li> </ul>
		into line management
<b>Evaluation Criteria</b>	<ul> <li>Cost minimisation</li> </ul>	<ul> <li>Maximum utilisation</li> </ul>