

Management of Training

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Introduction

- Training a key factor in building capacity
- Paper looks at the management of Training
- Applies to all Surveyors
- Provides a guide to best practice in training

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Content

- Strategy
- Assessing needs
- Training & Development
- Conclusions

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OVERALL STRATEGY

- Long term development programme
 - Suits individuals needs
 - Suits corporate needs
 - Suits challenges of the present
 - Suits challenges of the future

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Technical Training

- Health Safety & Environment
- Communications & Teamwork
- Planning, Monitoring & Reporting
- Practical Skills
- Latest Trends
- Quality Control & Record Keeping

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Management Training

- Time Management
- Negotiations & Presentations
- Supply Chain Management
- Programming
- Risk Change & Value Engineering
- Management & Leadership
- Commercial & Quality Awareness

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Corporate Training

- Dealing with the Press
- Accounts
- Cash Flow
- Networking
- Contract Law

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Planning Continuing Training

- Maintain Interest within flat organisations
- Match forecast development
- Recognise National trends and requirements

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Assessing Needs

- Training needs Analysis
- Skills gap
- Regular, formalised
- Interventions

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Training

- Structured Training Schemes
- Initial professional development
- Continuing professional development

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Continuing Professional Development

- Institutional Objectives
- FIG Publication No 15
- Individual responsibility

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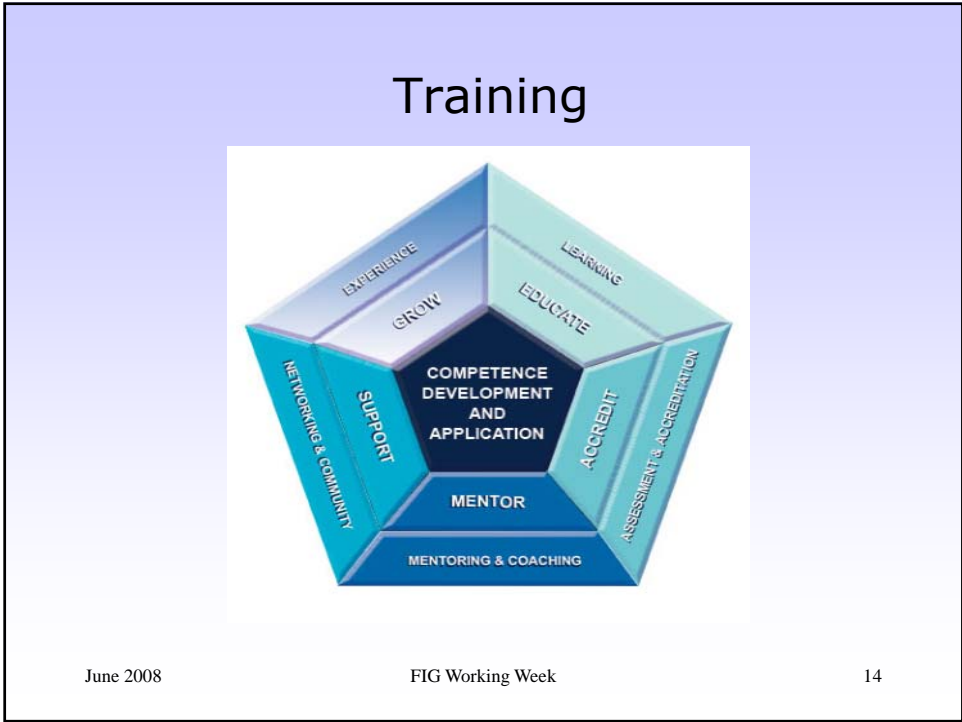
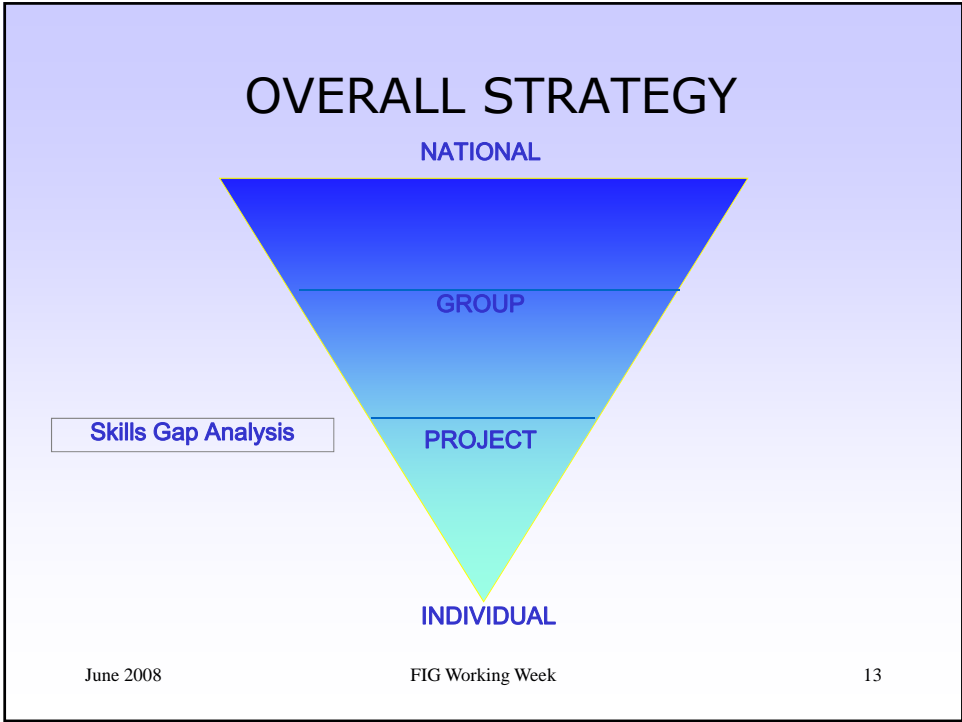
Training

- Who should be Trained
- Learning outside the Workplace
- On the Job Training
- How much training
- Forms of training
- Cost of training
- Best practice

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Conclusions

- Structure over whole life
- Target individual needs
- Individual responsibilities
- Personal development plan
- Investment in Training is investment in the future

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- THANK YOU

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