

Training, Learning & Development Healthcheck

Strategies for Training's "Healthcheck" for Training, Learning & Development is a series of 20 questions grouped under the two headings of "Positioning" and "Management". If your organisation could truthfully answer yes to all 20 questions, then it would place you among a very select group of best practice organisations. We can say this confidently from our experience of training, learning & development in a wide range of leading organisations in both the private and public sectors over the last 15 years plus.

HR professionals and line managers can use the Healthcheck as a simple checklist or aide-memoire. Alternatively, it can form the basis of a more fundamental review of training, learning & development approaches within your organisation. The Healthcheck may be used in its entirety for such a review or individual questions can be selected for specific probing. If used for a review, tailored and / or expanded versions of these questions can be developed for discussions with other HR professionals, line managers and staff.

Organisations are welcome to use the Healthcheck providing the copyright continues to be acknowledged. Strategies for Training is also happy to field any clarification questions on the telephone number above on a no-fee, no-obligation basis.

If your organisation requires external support in conducting a review of your training, learning & development approaches, then Strategies for Training can provide expert support. Our consultancy is focused very specifically on helping organisations to design and implement effective training, learning and development strategies. More information about Strategies for Training can be found on our website shown above.

I wish you success and much benefit from using the Healthcheck.

Senior Partner
Frank Penson

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POSITIONING OF TRAINING, LEARNING & DEVELOPMENT

1. Training strategy aligned to organisational strategy / business goals?
2. Development activity clearly linked to competence requirements?
3. Line management integrally involved in training and development?
4. Staff committed to and involved in determining their development needs?
5. Effective mechanisms for training / learning needs analysis?
6. Clear communication of business goals & learning approaches / opportunities?
7. Defined development frameworks, linked to qualifications where appropriate?
8. Learning targeted at and customised to the organisation's needs?
9. Excellent delivery of learning programmes geared to back-at-work effectiveness?
10. Training activity credible with and respected by staff and external customers?

MANAGEMENT OF TRAINING, LEARNING & DEVELOPMENT

11. Structured mechanisms for dialogue with line management?
12. Breadth of learning options: e.g. courses, e-learning, action learning?
13. Customised approaches for meeting development needs?
14. Effective selection of optimal training / learning solutions providers?
15. Clearly defined key performance indicators for management of training?
16. Commercial approaches for training costing and occupancy optimisation?
17. Effective media for communicating development opportunities?
18. Appropriate recording systems for learning activities / skills attained?
19. Focused systems for monitoring the effectiveness of workplace application?
20. Crystal clear administrative procedures for learners, managers and trainers?