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**Topic: DEVELOPMENT OF HUMAN
RESOURCE**

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HUMAN RESOURCE DEVELOPMENT

Human resource development means developing or tapping the hidden talent and qualities in people in order to make them accomplish new functions leading to organization at and individual goals.

HRD is a process by which the employees of an organization are helped in a continuous and planned way to:

- 1. Acquire or polish capabilities which is required to perform various functions associated with the present and future.**
- 2. Develop their general capabilities as individuals and discover and exploit their own potential for their own and organizational purposes.**
- 3. Develop and organizational culture in which superior- subordinate relationship team work and collaboration among sub units are strong and contribute to the professional well being motivation and pride of employees.**

In short, HRD aims at helping people to acquire competencies required to perform all their functions effectively and make their organizations do well.

*** Training is just a part of development. For example in a college any programme related to syllabus that is the part of training and any personality development programme like spoken classes is the part of development.**

*** Training- Particular task**

*** Development- overall performance and knowledge**

FEATURES OF HRD

- 1. HRD is a system**
- 2. HRD is a planned process**
- 3. HRD involves development of competencies**
- 4. HRD is an inter-disciplinary concept**

Differences between Training and Development

- 1. Training is related to particular job or task but Development is concerned with overall growth of human resources.**
- 2. Through Training we can enhance the current job performance and Development programmes concern with the current as well as future task and job.**
- 3. Training is generally for operative workers and Development is related to executive and management level employees.**
- 4. Training is job centered and Development is career centered.**
- 5. Training is short term programme and Development is long run and continual process.**

METHOD OF MANAGEMENT DEVELOPMENT PROGRAMMES

- 1. Decision making skills (business games, case study)**
- 2. Job knowledge (coaching, on the job experience)**
- 3. Interpersonal skill (role play, behaviour modelling)**
- 4. Specific individual heads (special project, committee assignment)**
- 5. Organisational knowledge (job rotation)**

ASPECTS OF HUMAN RESOURCE DEVELOPMENT

- 1. Organizational development (upgrade the knowledge according to changing environment of organization)**
- 2. Job description**
- 3. Staff planning and recruitment**
- 4. Staff benefits and rewards**
- 5. Performance appraisal**
- 6. Potential appraisal**
- 7. Career planning (attract competent person, to provide suitable promotional opportunities, to increase the utilization of managerial reserves, to correct employee placement)**
- 8. Employee welfare and quality of work life**
- 9. Human resource information system (personal information, recruitment details, appraisal details)**

FUNCTIONS OF HUMAN RESOURCE DEVELOPMENT

- 1. Training and development (focus on changing or improve the knowledge, skills and attitude of individual)**
- 2. Organisation development (process of enhancing the effectiveness of an organisational capabilities and the well beings of its members through planned interventions that apply behavioural science concept)**
- 3. Career development (it is an ongoing process by which individual's progress through a series of stages each of which is characterized by a relatively unique set of issues, themes and tasks)**

GOALS OF HRD

HRD has multiple goals. These include employee competency development, employee motivation and organizational climate development.

- 1. It aims at preparing people for performing roles which they may be required to perform in the future as they go up on the organizational hierarchy.**
- 2. To identify competency gaps of employees to perform the present roles effectively and create conditions to help employees bridge gap through development.**
- 3. Motivation development is also an aim of HRD it means the desire to work or put in work effort it is a commitment to the job, work and the organization.**
- 4. It also aims at climate development.**
- 5. Building free expression of ideas.**
- 6. Promotion of collaborations.**

Within the organizations there are broad areas concerned with human resources that include the following:

- **Organization development linked to staff development**
- **Job description**
- **Staff planning and recruitment**
- **Staff benefits**
- **Industrial relation; e.g working with trade union**
- **Training and development**

HRD DEPARTMENT

The HRD department should create an "enabling" culture where the employees are able to make things happen and in the process discover and utilize their potential.

The HRD department should:

- **Develop a HR policy for the entire organization and get the top management committed to it openly and consistently.**
- **Keep inspiring the line managers to have a constant desire to learn and develop.**
- **Constantly plan and design new methods and system of developing and strengthening the HRD climate.**
- **Be aware of the business of the organization and direct all their HRD effort to achieve these goals.**
- **Monitor effectively the implementation of various HRD sub system.**
- **Work with unions and associations and inspire them.**

- **Conduct human process research, organizational health surveys and renewal exercises periodically.**
- **Influence personal policies by providing necessary inputs to thr personnel department.**

COMPETENCY REQUIREMENT FOR HRD MANAGERS

The HRD managers should possess certain competencies for smooth functioning of these HR systems

- **Objectivity in approach**
- **Initiative taking and proactively**
- **Helpful attitude**
- **Interested in people**
- **A high desire to learn**
- **Person of positive thinking with positive attitude to people**
- **Know the problem solving technique and ability to inspire, motivate and direct employees**
- **Devoted sense of vocation and faith in humanity**
- **Readiness to co operate**
- **Initiative and decision making ability**
- **Sympathetic approach**
- **Personal integrity**
- **Capacity for leadership**
- **Creative thinking for analysing situations and and reasoning objectively**
- **Sense of social justice**

- **Must be specialist in organizational theory and effective advisor to top management in organizational matters.**

SUMMARY

The HR in an organization is established to increase the productivity of the employees, enhance their quality of work, foster innovation, fulfilling other of the HR objectives and bring in change into the organization with their activities.