

ONLINE



## Labour Relations Management Practice (Online course)

Presented by the Department of Human Resources Management and Labour Relations, University of Pretoria

The **Labour Relations Management Practice** short course provides you with the skills and knowledge to perform your duties as human resources or labour relations practitioner more effectively in relation to typical business management systems, practices and procedures. The course covers a range of topics relevant to the labour relations management environment, including: conflict management; knowledge of equity and fairness practices; communication; representation and participation skills; legal guidelines and relevant case law; strategies, policies and procedures; managing diversity and affirmative action; and pertinent grievance procedures. You will also gain particular insights to positive contributions to labour relations management in South Africa.

### Course content

- The Labour Relations Management environment
- Legal guidelines (BCEA, EE Act, SD Act, OHSA, COIDA, UIF Act)
- Human Resources Management and Labour Relations systems, strategies, policies and procedures
- Conflict management in labour relationships
- Communication, representation, participation
- Fairness, equity and discrimination in HRM practice
- Managing diversity and affirmative action
- Grievance procedures
- Relevant case law

### Learning outcomes

After successfully completing this course, you will have a working knowledge and practical skills required for effective participation in labour relations management systems, practices and procedures that are typical of South African workplaces.

### Who should enrol?

This programme is ideal for you if you are employed as a human resources/labour relation manager or practitioner, line manager, union organiser, shop steward or office-bearer of employee organisations.

### Course fees

**R6 560.00 per delegate (VAT incl.)**

Course fees include all online course material.

**Course fees must be paid in full 14 days prior to course start dates. Proof of payment can be submitted to [enrolments@enterprises.up.ac.za](mailto:enrolments@enterprises.up.ac.za).**

### Admission requirements

Prospective delegates should at least have a National Senior Certificate (Grade 12) or equivalent qualification and/or relevant work experience.

### Accreditation and certification

Enterprises University of Pretoria (Pty) Ltd is wholly owned by the University of Pretoria. As a public higher education institution, the University of Pretoria functions in accordance to the Higher Education Act 101 of 1997. Enterprises University of Pretoria offers short courses on behalf of the University and these short courses are not credit-bearing, and do not lead to formal qualifications on the National Qualifications Framework (NQF) – unless stated otherwise. Delegates who successfully complete a short course and comply with the related assessment criteria (where applicable) are awarded certificates of successful completion and/or attendance by the University of Pretoria.

### Registration and enquiries

#### Client Information Centre

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#### Course leader

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