

CIPD Level 5

Associate Diploma in People Management



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CIPD Level 5 Associate Diploma in People Management

The CIPD Level 5 Associate Diploma in People Management is designed for HR professionals aiming to enhance their strategic and operational expertise. This program equips participants with practical skills and in-depth knowledge essential for managing people, aligning HR practices with organizational objectives, and driving business success.

Program Overview:

This program prepares HR professionals for mid-level roles, such as HR Manager or HR Advisor, by providing insights into key aspects of people management. It focuses on helping participants address workplace challenges effectively and strategically.

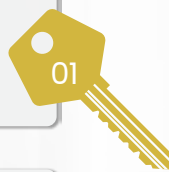
Key Learning Outcomes

Gain a comprehensive understanding of organizational performance and culture.

Exhibit professional behaviors that promote inclusivity and ethical practices.

Plan and manage talent to meet organizational needs.

Develop management strategies that foster leadership and organizational growth.



Utilize evidence-based approaches to inform HR decision-making.

Manage employment relationships effectively.

Design and implement reward strategies that enhance employee performance.

Program Content:

The program comprises the following units:

Core Units:

01

Organizational Performance and Culture in Practice (5CO01):

Examine how organizational structure, strategy, and culture impact business performance. Learn about the influence of external factors on organizational goals.

02

Evidence-Based Practice (5CO02):

Learn to use evidence and data to make informed HR decisions. Understand the role of critical thinking in improving workplace practices.

03

Professional Behaviors and Valuing People (5CO03):

Understand the importance of ethical practices, inclusivity, and professional behaviors in building a strong organizational culture.

Pathway Modules:

04

Employment Relationship Management (5HR01):

Develop skills to manage employee relationships effectively. Learn strategies for conflict resolution and fostering a positive work environment.

05

Talent Management and Workforce Planning (5HR02):

Explore methods for workforce planning and developing talent pipelines to meet organizational needs.

06

Reward for Performance and Contribution (5HR03):

Understand the principles of designing reward systems to drive employee motivation and performance.

Optional Unit:

07

People Management in an International Context (5OS04):

Gain insights into managing people across international boundaries, focusing on cultural differences, compliance, and global workforce challenges.

Who Should Attend?



Career Progression Seekers:

Individuals aiming to take on mid-level HR roles such as HR Manager, HR Advisor, or Business Partner.



Global HR Practitioners:

Those managing international teams who want to deepen their understanding of people management in a global context.



HR Professionals:

Practitioners working in HR roles who want to advance their skills in managing people and aligning HR practices with business strategies.



Specialists Transitioning into HR:

Professionals from other fields who wish to specialize in HR or people management within organizations.



Mid-Level Managers:

Managers responsible for HR functions or people management within their teams, seeking to enhance their leadership and strategic capabilities.



CIPD **Level 5**

Associate Diploma in Organisational Learning and Development



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The CIPD Level 5 Associate Diploma in Learning and Development is designed for professionals seeking to enhance their expertise in creating impactful learning strategies and managing organizational development. This program provides the knowledge and skills necessary to design, deliver, and evaluate effective learning and development initiatives that align with organizational goals.

Program Overview:

This qualification is ideal for mid-level professionals in learning and development (L&D) roles who aim to refine their strategic and operational capabilities. It covers critical aspects of L&D, emphasizing the creation of value through structured learning interventions.

Key Learning Outcomes

- Apply evidence-based approaches to decision-making in L&D practices.
- Support informal and self-directed learning within organizations.
- Facilitate structured learning and development activities for diverse groups.



- Understand organizational performance and its relationship with learning and development.
- Exhibit professional behaviors that promote inclusivity and ethical practices.
- Design learning and development programs that create value.
- Explore people management strategies in an international context.

Program Content

The program comprises the following units:

Core Units:

01

Organizational Performance and Culture in Practice (5CO01):

Learn how organizational structure, strategy, and culture influence business performance. Develop strategies to foster a culture that supports learning and development.

02

Evidence-Based Practice (5CO02):

Explore how to utilize evidence and data to inform decision-making in L&D practices. Understand the role of analytics in improving workplace learning outcomes.

03

Professional Behaviors and Valuing People (5CO03):

Understand the importance of ethical practices, inclusivity, and professional behaviors in fostering a learning-oriented organizational culture.

04

Support Informal and Self-Directed Learning (5LD01):

Learn strategies to support informal and self-directed learning initiatives that empower employees to take charge of their professional development.

05

Design Learning and Development Programs to Create Value (5LD02):

Develop the skills to design effective L&D programs that align with organizational objectives and create measurable value.

06

Facilitate Structured Learning and Development Activities for Groups (5LD03):

Gain expertise in facilitating group-based learning activities that enhance team performance and collaboration.

Optional Unit:

07

People Management in an International Context (5OS04):

Explore the complexities of managing people across global contexts. Understand cultural differences and compliance issues to ensure effective international workforce management.

Who Should Attend?



This program is ideal for:



Learning and Development Professionals:

Individuals currently working in L&D roles who want to enhance their skills in designing, delivering, and evaluating impactful learning programs.

1



HR Professionals:

HR practitioners looking to specialize in or transition into L&D roles within their organizations.

2



Managers and Team Leaders:

Managers who are responsible for training their teams and wish to improve their ability to facilitate learning and development initiatives.

3



Career Changers:

Professionals from other fields who are considering a career move into the learning and development sector.

4



International Workforce Professionals:

Individuals working with international teams who want to understand global people management practices and cultural dynamics.

5

Program Schedule



Completion Time:

Typically 08-10 months, with up to 18 months of support available.



Duration:

21 days, delivered in 7 units of three days each (Monday – Wednesday).

Study Options



Online Live Training:

Participate in scheduled, interactive online sessions from the comfort of your home or office.



Face-to-face Training:

Engage in face-to-face sessions at our training centers.

Assessment

Participants will complete written assignments, group projects, and case studies. There are no formal exams. The assessment tasks are designed to ensure practical application of the knowledge gained.

Entry Requirements

1

Proficiency in English (spoken and written).

2

Work experience in HR or a related field.

3

Commitment to attend all sessions & complete all assignments.

Benefits of Online Live Training

01 Simple Setup:
Easy registration through email.

04 Convenience:
Attend training sessions from any device, anywhere.

02 Interactive Sessions:
Real-time video interactions and group discussions.

05 Comprehensive Resources:
Access course materials and additional learning resources in PDF format.

03 Engaging Materials:
Retain knowledge through activities and real-world case studies.

06 Tech Support:
A dedicated host ensures smooth online training experiences.

About HDTC Training

HDTC Training is a leading professional development provider with branches in the UAE, Saudi Arabia, and Turkey.

We deliver internationally accredited training programs designed to enhance skills, develop careers, and drive organizational success.

Why Choose Us?

01 Expert Trainers:
Seasoned HR professionals with extensive industry expertise.

02 Flexible Learning Options:
Choose between live virtual or in-person sessions.

03 Comprehensive Support:
Access a dedicated team to guide you through your learning journey.

04 Global Recognition:
Accredited programs recognized internationally.



Trainer Profiles

Bader Al Nasser

Bader is a seasoned Senior Trainer Consultant and Leadership Coach with over two decades of experience in organizational strategy, leadership development, and executive coaching.

He has designed and delivered impactful training programs for diverse industries, including aviation, banking, and government sectors.

Bader holds certifications from CMI and CIPD and is an accredited NLP and SHL OPQ Assessor. His expertise spans training needs analysis, coaching, and developing customized corporate solutions, demonstrating a consistent commitment to excellence and innovation in the field.



Durry Atassi

Durry is an experienced coach and trainer with over 30 years of helping people grow and improve in their personal and professional lives. He focuses on creating practical and engaging training sessions on topics like teamwork, communication, and conflict resolution. Durry has worked on training programs for professionals and young graduates, delivering real results in better productivity and stronger relationships. He holds a degree in Civil Engineering from the University of Toledo and a Train the Trainer Certificate from Dubai and San Francisco.



Hind Idris

Hind is a dynamic leader and facilitator with a strong track record in strategy and team development. With years of experience leading organizations and delivering tailored training programs, she has supported professionals across industries to achieve impactful results. Hind specializes in strategic planning, HR performance, and business transformation. She has delivered CIPD Level 3 and Level 5 programs and worked on diverse projects, including ISO certifications and leadership initiatives. Her approach emphasizes collaboration, empowerment, and creating lasting value for teams and organizations.



Naeema Alali

Naeema is a Chartered Fellow Member of the CIPD and an experienced trainer, assessor, and Internal Quality Assurer (IQA). As a freelancer, she delivers CIPD Level 3 and Level 5 programs and supports training institutions with her expertise in curriculum design and assessment.

With a background as a Senior Specialist at Bahrain's Ministry of Education, Naeema has a proven ability to connect with diverse groups and deliver impactful training. Her professional approach and dedication to excellence have made her a trusted name in learning and development.



Dr. Wissam Al Moustafa

Dr. Wissam Almoustafa is a distinguished DBA and MBA holder in Human Resources from the European University, Switzerland, with over 20 years of expertise in institutional development, organizational management, and linking human capital to strategic business outcomes.

A Certified CIPD Trainer, she holds multiple credentials, including CIB in Islamic Banking, Certified Project Manager, CCMT, and CHRA. Wissam has successfully managed large-scale projects, pre-openings, and restructurings across industries such as banking, corporates, NGOs, and government institutions.

Her specialties include designing strategic business plans, developing training programs, conducting needs analyses, and leading performance management initiatives, with a strong focus on talent development and intercultural training.



Hamad Alnajjar

Hamad is a Certified Professional Coach and Soft Skills Instructor with over 17 years of leadership and business development experience across the GCC. Since 2017, he has delivered over 700 training sessions at BIBF, focusing on soft skills, executive coaching, and tailored corporate workshops in both English and Arabic. Hamad is known for his engaging training style and ability to simplify complex topics.

Currently pursuing a CIPD Level 7 certification in Learning and Development, he remains committed to enhancing organizational growth through impactful coaching and training programs.



Abdulaziz Fahad AlQaddan

Abdulaziz is a seasoned Human Resources Management Consultant with over eight years of experience in training and talent development, particularly in the tourism and technology sectors.

A CIPD Level 5-certified professional and a Birkman Method consultant, he leverages expertise in personality analysis and individual development to help clients unlock their full potential. Abdulaziz provides tailored career consultations for students, job seekers, and employees, guiding them in shaping their career paths.

Passionate about management, training, and public speaking, he excels in building knowledge-driven communities and inspiring others through engaging and motivational learning experiences. His vision focuses on empowering individuals with innovative strategies that combine development with creativity and impact.



Khalid Alharbi

Khalid is an experienced HR professional with over 10 years of expertise in HR operations, strategic planning, and employee performance management.

A CIPD-certified practitioner and trainer, he specializes in delivering courses on performance management, Saudi labor law, and HR governance. Khalid has held managerial roles overseeing HR teams and aligning HR strategies with organizational goals.

Known for his strong communication and leadership skills, he combines analytical thinking with practical solutions to support workforce development and organizational success across various industries.





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For more details, feel free to contact us.

We're here to help you achieve your professional goals!

