



FIRST Learning Partner in the Middle East

Informa Connect
Academy

WorldatWork®



GLOBAL REMUNERATION
PROFESSIONAL | GRP®



CERTIFIED COMPENSATION
PROFESSIONAL | CCP®

Attend WorldatWork's series of courses to
prepare for the GRP® and CCP® examinations



Total Rewards Management

Market Pricing & Conducting a Competitive Pay Analysis

Duration: 4 Days 3 – 6 Jun 2024 | 7 – 10 Oct 2024

Base Pay Administration & Pay for Performance

Variable Pay: Improving Performance with Variable Pay

Duration: 4 Days 10 – 13 Jun 2024 | 25 – 28 Nov 2024

Job Analysis Documentation & Evaluation

Duration: 4 Days 22 – 25 Apr 2024 | 4 – 7 Nov 2024 | 9 – 12 Dec 2024

Accounting & Finance for the HR Professional

Regulatory Environments for Compensation Programs

Duration: 4 Days 1 – 4 Jul 2024

Strategic Communication in Total Rewards

Duration: 2 Days 4 – 5 Mar 2024

Business Acumen for Compensation Professionals

Quantitative Principles in Compensation Management

Duration: 4 Days 29 Jul – 1 Aug 2024

International Remuneration

IFRS for Compensation Professionals

Duration: 4 Days 26 – 29 Aug 2024

Certification Sample



Attend all the below courses to earn



Total Rewards Management

Market Pricing & Conducting a Competitive Pay Analysis

Job Analysis Documentation & Evaluation

Strategic Communication in Total Rewards

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EDUCATION PARTNER

**World
atWork®**

WorldatWork brings together the best professionals from around the world to provide the foremost education, leadership and community dedicated to elevating employee experiences and driving organizational performance. For over 65 years, WorldatWork has set the standard in rewards best practices, professional development, and human capital leadership. Over 90% of the Global 500 companies trust and rely on WorldatWork education and certified professionals to power their employee rewards, engagement, and retention efforts. It serves those who are responsible for cultivating inspired, engaged, productive and committed employees in effective and rewarding workplaces.



GLOBAL REMUNERATION PROFESSIONAL | GRP®

The GRP® designation demonstrates that learners have the essential knowledge to integrate global reward programs with business strategy. It signifies that they understand the impact of globalization and regional influences on the design and delivery of global reward programs. It represents that they have the knowledge and skills to design and administer base and variable pay programs and effectively communicate reward programs.

Gain the skills to manage compensation globally, the confidence to speak with authority, and the designation that shows current and future employers you are committed to operating with high professional standards – all by earning WorldatWork's Global Remuneration Professional (GRP®) certification.

Attain the GRP® and place the designation badge on your professional networking profile, email signature, or company profile page, for all to see.

Who Should Get a GRP®?

This certification is perfect for entry to mid-level HR and compensation professionals interested in understanding multi-national compensation programs.



CERTIFIED COMPENSATION PROFESSIONAL | CCP®

CCP® demonstrates that learners possess knowledge about integrating compensation programs with business strategy, designing, and administering base and variable pay programs, complying with legal and regulatory requirements, and effectively communicating compensation information.

Earning the CCP® designation gives you a significant edge in today's competitive business climate and confirms you have the skills to manage your organization's most significant investment – its people rewards.

The insights you gain from these certification prep courses will enable you to confidently tackle new roles and assignments, knowing you have a solid grounding in current best practices, proven design techniques and regulatory requirements.

Your status as a CCP® assures your current organization – and potential future employers – of your dedication towards the highest professional standards.

Who Should Get a CCP®?

This certification is perfect for entry to mid-level HR and compensation professionals interested in compensation programs and best practices.



We are the FIRST Learning Partner in the Middle East and WorldatWork's ONLY In-Person Classes in the Region

The strategic alliance between WorldatWork and Informa Connect offers Global Remuneration Professional (GRP®) and Certified Compensation Professional (CCP®) in-person courses in the Middle East to prepare reward professionals for the world's most recognized and prestigious certification.



Focussed, interactive in-person learning experience with the world-class subject matter experts



Great networking opportunity to develop connections with industry peers



High quality training in five-star hotel venues in Dubai



Flexibility to attend all 10 modules or select specific modules



Highly responsive team of learning consultants

COURSE TIMINGS

Registration will commence at 08:00 on Day One.

Course sessions will start promptly at 08:30 and finish at 14:30.

There will be two breaks for refreshments and lunch will be served at the end of each day's sessions.

COURSE FEES INCLUDE



Access to WorldatWork course material



Registration for one exam attempt for each module



Approved WorldatWork trainers



Refreshments and lunch at the courses



Networking with other delegates



WiFi at the course venue

COURSE REQUIREMENTS & CERTIFICATES



Attendance – Delegates must attend all sessions of the course. Delegates who miss more than one hour of the course sessions will not be eligible to sit the exam



Certificate of Attendance – Delegates will receive an Informa Certificate of Attendance after successful completion of each course. If delegates have not attended all sessions, the Certificate will clearly state the number of hours attended



Course Material – Access to the WorldatWork course material is valid for 120 days from the date of purchase. Access will expire after this time frame



Laptops – Delegates are required to bring their laptop loaded with MS Excel



Examination Validity – The WorldatWork exam expires after 120 days from the date of registration



Completion Timeframe – Candidates are encouraged to complete all courses within 2 years

MEET YOUR COURSE DIRECTOR



Job Analysis Documentation & Evaluation



Robert Mosley

Robert Mosley was awarded the “Global HR Leadership Award” in 2017 by the World HR Congress to recognise his iconic contribution to the global C&B community over the past decade. He is truly one of the leading HR trainers in the world today, and he is currently in the “Global Guru #500 List” (covering all subjects, not just HR).

Robert is widely recognized in many industries and countries as one of the leading global experts on compensation and benefits and is also a leading expert in the more general fields of human resources and performance management. His main areas of expertise and specialism are in the fields of job analysis, job descriptions, job evaluation, grading schemes, pay structures, allowances, bonuses and incentives, industrial relations and collective agreements, e-HR systems, performance management, performance appraisals, and all issues on compensation and benefits globally, especially in the GCC and Asia having worked in these regions for over 25 years.

Robert was born and educated in London, UK and he graduated with a master’s degree in Mathematics from Oxford University, UK in 1983, and then obtained his MBA in Business Studies from London Business School, UK, and Chicago Business School, USA in 1985. He then became a member of the Chartered Institute of Personnel and Development, UK with an FCIPD qualification, after deciding to focus on HR.

Robert has over 30 years of experience in HR and C&B, and he developed a detailed interest in compensation and benefits when he was employed by Hay Group (Hay Management Consultants) in the UK and UAE from 1985–1990, during which time he became a recognised expert on HR issues in several industries, and did HR consulting work in over 20 countries, mainly in the areas of compensation and total rewards. On leaving Hay Group, he joined Emirates Group and Emirates Airline based in Dubai where he worked for 13 years from 1990–2003 and he was promoted to SVP Human Resources with over 22,000 employees in 60 countries. At all times, Robert kept a detailed hands-on role on all remuneration policies globally, and on all general HR policies and procedures. In 2003, Robert left Emirates Group to establish his own consulting business focusing on HR and C&B called Lemon Pip Consulting Limited and has developed a very successful specialist consulting practice with over 400 clients over the past six years. His two main areas of specialism are working with clients in the Middle East and Asia regions, and with clients in the global aviation industry (and indeed many other industries).

Robert has been delivering extremely popular training courses for several years, on “Job Descriptions and Job Evaluation and Grade Structures”, “Compensation and Salary Structures”, “Bonuses and Incentives”, “Performance Management and Performance Appraisals”, “Pay-for-Performance”, “Advanced Compensation” and “HR Policies and Procedures”.

MEET YOUR COURSE DIRECTOR



Agnes Mouawad



Strategic Communication in Total Rewards



Business Acumen for Compensation Professionals



Quantitative Principles in Compensation Management

Agnes Mouawad oversees a wide range of services mainly in human resource management, human resource restructuring, organizational design, strategy formulation and management, and performance management services.

She is a SHRM-SCP certified from the Society for Human Resources Management, which enables her to manage effectively a number of HR projects, including planning, documenting and implementing the recruitment, training and retention of talent processes as well as performance management and workforce planning processes.

Agnes has also worked on multiple projects across a range of different industries such as contracting, healthcare, FMCG retail, aviation, printing, and media.

Agnes regularly delivers public and in-house trainings on the Balanced Scorecard and KPI-Professional certificate programs, SHRM Master's courses, HR Skills and performance management. As such, she recently trained many public sector employees from the Saudi Government on Key Performance Indicators and Performance Management in-line with Kingdom of Saudi Arabia Vision 2030.

Education and certifications:

- Certificate in Society for Human Resources Management – Senior Certified Professional (SHRM-SCP certification)
- Certificate in Key Performance Indicators Professional (KPIP) – Balanced Scorecard Institute and George Washington University
- Certificate in Balanced Scorecard Professional- Balanced Scorecard Institute and George Washington University
- Master in Industrial Technology – Saint Joseph University
- Bachelor degree in Life Science – Saint Joseph University



Total Rewards Management



Market Pricing & Conducting a Competitive Pay Analysis



Basma Bakhsh

Basma is a certified compensation, benefits, and policy leader accredited by World at Work, with over a decade of comprehensive experience in human resources management. She is deeply committed to coaching and training HR professionals, fostering an understanding of the dynamic management and strategic approaches within the ever-evolving landscape of human resources in corporate settings.

Currently, Basma is the head of Enterprise Policy & Planning at United International Holding Co., a prominent financial solution provider, where she spearheads all HR strategies and total reward designs for both the holding company and its subsidiaries across Saudi Arabia and Bahrain. Her responsibilities extend to overseeing the policy framework and governance of HR in each region, aligning with labour laws, market dynamics, and internal operating models.

She also actively contributes to operational functions within HR, focusing on the development of employee & executive scorecards and ensuring management alignment with key metrics.

Basma has a bachelor's degree from the University of Wales, complemented by an array of professional certifications in the HR field, including the Global Remuneration Professional (GRP) and Certified Compensation Professional – Canada (CCP-C) from World at Work, Total Reward Certified (TR) from AON, CIPD Diploma Level 5, and the Professional Human Resource International (PHRi) from HRCI. Currently pursuing an executive education at the University of Manchester, she is enrolled in their Global Executive MBA program.

Over the past three years, she has successfully orchestrated the design and implementation of Total Reward Programs for three distinct organisations, totalling a cost of SAR 1,425 million and impacting 4,000 employees within the healthcare and financial services industries. She has also navigated executive compensation and policies for both healthcare and financial solution industries, assuming the role of Total Reward Committee Secretary at Johns Hopkins Aramco Healthcare, where HR played a pivotal advisory role to the CEO and Board.

Integral to her role in HR is a focus on team training and development, enriching team members' HR knowledge and exposure to handling HR matters. Her coaching philosophy centers on providing guidance, development opportunities, and fostering an open dialogue for new ideas and approaches, helping her team to grow self-reliance and enhance their skills through experiential learning.

As a results-oriented professional with a strategic business planning mindset, Basma possesses robust organisational development skills, problem-solving capabilities, and a critical and analytical thinking approach. Her agility and resilience enables her to consistently balance operational needs with overarching business strategy.

MEET YOUR COURSE DIRECTOR



Dr. Mark Bussin

Dr. Mark is Chairman of the 21st Century, an HR and Remuneration consulting firm established in 1996. He serves several other Boards including the IT industry, Mining, state-owned entities, and schools. He Chairs HR and Remuneration committees and serves on audit and risk committees. He has written 12 books and has over 60 published articles in peer-reviewed journals and supervises masters and doctoral students. Mark served as a Commissioner in the Presidency setting Remuneration and conditions of service for public office bearers. In his spare time, Mark enjoys flying Cessna's and traveling.



Base Pay Administration & Pay for Performance



Variable Pay & Improving Performance with Variable Pay



International Remuneration



IFRS for Compensation Professionals



Accounting & Finance for the HR Professionals



Regulatory Environments for Compensation Programs

Total Rewards Management

Attract, Motivate, Engage and Retain Employees with an Effective Rewards Program



Delivered by:

Basma Bakhsh

What You Will Learn

- The five elements of a total rewards strategy: compensation, benefits, well-being effectiveness, development and recognition
- The tools needed to formulate a total rewards program, including understanding the critical role of organizational culture, business strategy, and HR strategy
- Internal and external influences on total rewards strategy
- Designing a successful total rewards strategy
- An introduction to communicating the value of a total rewards package

Course Synopsis

To consistently attract, motivate, engage, and retain valuable employees, it is critical to offer a rewards package that strategically matches the needs of employees and the organization.

Through seven different modules, this multifaceted learning experience provides an excellent overview of total rewards and is perfect for those who are new to the field.

Who Should Attend

It is well suited for HR professionals, as well as those specializing in total rewards, remuneration, compensation, benefits and payroll. Organizational leaders may also benefit by understanding how the total rewards model drives organizational success.

Course Topics

- **Introduction to Total Rewards**
Learn about the evolution of HR rewards; the Total Rewards model, strategy and approach; and drivers and elements of total rewards strategy
- **Compensation**
Discover the factors influencing compensation. Learn about base pay structure and design as well as differential pay and variable pay
- **Benefits**
Learn what influences benefits and about income protection for benefits and pay for time not worked programs
- **Work-Life Effectiveness**
Learn the basics of work-life effectiveness, the work-life professional and work-life portfolio
- **Recognition**
Learn about the value of recognition programs and how to use them to drive results along with the different types of recognition plans and programs
- **Performance Management**
Gain knowledge about performance management and learn about pay for performance, principles of merit pay programs, base pay investment and merit increase guidelines
- **Talent Development**
Discover the role of talent development in total rewards and learn about the types of talent development opportunities and how to measure their effectiveness
- **Total Rewards – Pulling it All Together**
Finish with a review of the total rewards system, process and design considerations to ensure you walk away with the knowledge to design and implement a total rewards program tailor-made for your organization and that communicates the value of total rewards

Market Pricing & Conducting a Competitive Pay Analysis

Learn to Conduct an Effective Compensation Analysis Methodology to Determine a Job's Market Value



Delivered by:

Basma Bakhsh

What You Will Learn

- How to design a total rewards program, including a base-pay structure
- Market pricing and business strategy, including, compensation philosophy, market position, and business life cycle
- Market-based pay versus a pure market pricing approach – and the pros and cons of market-based job evaluations and pay design
- Understanding salary survey data so you'll know which options are most relevant for your business and employees
- Leveraging salary survey data via aging, blending, adding a premium, weighting, modeling, and regression analysis

Course Synopsis

Learn to build competitive market-related pay structures that support your organization's compensation strategy and boost your odds of successfully attracting, retaining and motivating employees.

You'll learn a methodology for conducting a competitive pay analysis; you'll also be able to assess how your approach supports your organization's hiring and retention goals, and compensation strategy.

The skills you gain will help you develop and design effective compensation packages, and confidently communicate to senior and executive leaders, people leaders, and employees about how their market-related compensation is determined.

Who Should Attend

The course is ideal for HR and Compensation professionals responsible for salary benchmarking and compensation program development. It is also well suited to professionals who lead programs in total rewards, remuneration, compensation and benefits, as well as people leaders who want to better understand market pricing.

Course Topics

- **Market Pricing & Business Strategy**
Know the factors that influence compensation, total rewards design process, compensation philosophy and strategy, market positioning, business life cycle and compensation program objectives
- **Market Pricing Terminology & Base Pay Structure Design**
Familiarise on market-pricing terminologies, base-pay and market-based structure design, market-based pay structure job evaluation and pay structure design
- **Survey Data**
Identify data sources for salary surveys, formats, decision factors, documentation
- **Participating Surveys**
Through practical exercises, learn how to implement the variable pay program including selecting the implementation team, developing the communication plan, introducing the plan and coordinating the plans administration
- **Utilizing Survey Data**
Learn on using survey data, documentation, accuracy and data integrity components
- **Variable Pay Survey Data**
Expose to different kinds of pay survey data
- **Case Study: Universal Plastics & Rubber Manufacturing**
Get hands on experience through case studies in using salary survey data
- **Communication**
Learn how to explain and communicate data

Course Requirements

Knowledge of basic mathematical concepts is recommended, including mean, median, weighted average, compa-ratio, percentiles, and calculating percentages

Job Analysis Documentation & Evaluation

Gain Human Resource Job Analysis Skills to Attract and Retain



Delivered by:

Robert Mosley

What You Will Learn

- Learn theories of HR job analysis, documentation and evaluation
- Learn about quantitative and non-quantitative job evaluation methods
- Discover sources of job information, job analysis communication, and possible sources of error
- See the types of job documentation, descriptions and formats; learn to prepare job descriptions
- Learn to assess and select job-evaluation strategies and understand potential implementation challenges

Course Synopsis

Learn to create grade structures that advance workplace equity, contribute to a workplace environment that employees increasingly expect and demand, and ensure the organization remains legally compliant.

This foundational course teaches up-to-date methods of job analysis, documentation, and job evaluation — including writing job descriptions and understanding the underpinning knowledge for job evaluation — that will help you support your organization's talent goals.

Who Should Attend

This course offers a solid foundation for those new to job analysis and a powerful refresher for seasoned HR professionals. It also will help people managers understand the building blocks of compensation and benefits decision-making.

Course Topics

- **Job Analysis**
Know more about job analysis, sources of job information, job analysis communication and possible sources of error
- **Job Documentation**
Learn the types of job documentation, job descriptions, job description formats and job description preparation
- **Market-Based Job Evaluation**
Know the difference on market-based job evaluation and job evaluation and discuss key considerations in data collection
- **Non-quantitative Job Evaluation Methods**
Understand job-content evaluation methods, ranking and classification methods
- **Quantitative Job Evaluation Methods**
Dive deep on job-content evaluation method, compensable factors, job-component method, point factor method and quantitative plan summary
- **Selection and Implementation Issues**
Learn about selecting job-evaluation strategies and prepare on implementation issues

Strategic Communication in Total Rewards

Make Sure Your Employees 'Get It'



Delivered by:

Agnes Mouawad

What You Will Learn

- Learn why you need to strategically plan a communication campaign
- Discuss the characteristics of effective communication
- Understand the eight steps of the communication process
- Identify the appropriate communication channel for delivering your message
- See specific total rewards communications considerations and special situations
- Understand how to manage your communication campaign

Course Synopsis

Even the best rewards strategy will be compromised if employees and executives don't understand it. This course will help you effectively inform, persuade, and motivate various stakeholders, increasing the power of your rewards strategy and providing your organization with a competitive advantage when pursuing talent. This course balances theoretical insight and practical application, ending with a case study that reinforces what you learn.

Along the way, you will gain key concepts of communication, as well as an eight-step strategic process for designing, developing, and implementing successful total rewards communication plans.

Who Should Attend

This course is designed to help compensation and HR professionals more effectively communicate about the rewards employees receive.

This course also is appropriate for people managers; some employers may wish to enroll multiple people managers to ensure consistent communication about rewards throughout the organization.

Course Topics

- **Communication Campaign & Total Rewards**
Learn Total Rewards concepts and components, value and purpose of strategic total rewards communication, effective communication, and management's role in communication
- **Fundamentals of Effective Communication**
Identify the fundamentals of communication and characteristics of effective communication. This part will also walk you through the strategic communication process
- **Total Rewards of Communication & Special Situations**
Learn the language in Total Rewards communication – Know about Compensation, Benefits, work-life, performance and recognition, development and career opportunities. It will also cover Total Rewards statements and dive on special situations and working effectively with external vendors and internal communication department
- **The Strategic Communication Process: Steps 1 – 4**
Through case studies, learn communication process from First step: Analyse the situation, Second step: Define the objectives, Third step: Conduct audience research, and Fourth step: Determine key messages
- **The Strategic Communication Process: Steps 5 – 6**
Proceed on learning on Fifth step: Select the communication channel – face to face, paper-based or technology; and Sixth step: Develop the communications campaign
- **The Strategic Communication Process: Steps 7 – 8**
Through hands on case studies, learn the Seventh step: Implement, and Eighth step: Evaluate and manage the communication campaign

Business Acumen for Compensation Professionals

Critical Thinking Skills for Today's Leaders



Delivered by:

Agnes Mouawad

What You Will Learn

- Learn key business acumen skills, behaviors and competencies
- Understand, evaluate, and articulate the relationship between compensation and business outcomes
- Grasp essential financial concepts, such as common profit measures and metrics
- See your business operations through the prisms of competitive strategies, market position, allowances, and business life cycles
- Evaluate your business on key performance indicators and see tools and approaches for evaluation
- See the relationship between the compensation plan and the organization's bottom line
- Boost your communication skills and learn to engage in discussions with peers from other business areas

Course Synopsis

Boost your business acumen, gain the skills essential for strong decision-making and move your performance and career forward with the skills acquired in this course.

You will gain a broader perspective on your company's operations, learn key finance concepts, see the nuances of how the business works internally and externally, and spot trends that shape future success.

Who Should Attend

This course is ideal for HR and compensation professionals who want to boost their business acumen.

Course Topics

- **Introduction to Business Acumen**
Learn about the business acumen skills, behaviors and key competencies. It will also look at the global rewards framework and the role of compensation professional in the business
- **Knowing How Business Works**
Look at the competitive strategies and market position, allowances and business life cycle
- **Financial Literacy**
Acquire the basics of financial reports, profit measures and financial metrics
- **Evaluating the Business**
Assess the key performance indicators, tools and approaches for evaluation
- **Communication & Connections**
Emphasize the importance of data and fact-based communication. Learn about building a knowledge network and engage with non-compensation professionals

Quantitative Principles in Compensation Management

Master Human Resources Statistics and Analytics to Impact Business Outcomes



Delivered by:

Agnes Mouawad

What You Will Learn

- See how to apply key concepts that are vital to compensation work, such as salary ranges and percents, individual and department compa-ratios, the time value of money and market index
- Learn to hone your decision making by applying key statistical tools, such as measures of variability, shapes of distributions, and regression analysis
- Learn about populations, samples and frequency distributions
- Spot distorted data and recognize common mistakes that cause data distortion
- See how to effectively organize, group, and display data

Course Synopsis

This course will help you master an invaluable set of skills in applied statistics and analytics. Through hands-on Excel practice, learn to unlock data-driven insights that can lead to better, more strategic business outcomes. In addition to compensation and HR professionals, this course can help anyone who works regularly with data.

Course Requirements

A basic working knowledge of Excel is needed to get the most out of this course. Participants will need access to Microsoft Excel 2010 or later.

Who Should Attend

While designed for compensation and HR professionals seeking a foundational understanding of statistics to better manage compensation, this course will help anyone who works with statistics and numbers

Course Topics

- **Statistics: Data, Information & Levels of Management**
Learn how to use data, key questions about variable interests, and levels of measurement
- **Percents & Related Issues**
Familiarise with percent difference, salary ranges and percents in compensation management
- **Time Value of Money**
Understand the relationship of Time Value of Money with Compensation, salary growth, midpoint progression and annuity payments
- **Statistics: Collecting, Organising, Grouping & Displaying Data**
Learn to organise group and display data. Understand about populations and frequency distributions
- **Statistics: Lying with Statistics, Graphs, & Displays**
See distorted data and the commonly used mistakes to lie data
- **Statistics: Measure of Central Tendency**
Learn measures of central tendency, measures of location and percentile bars
- **Measure of Variability**
Learn about ranges, standard deviation, z-scores including 2-sigma 3-sigma rules
- **Statistics: Shapes of Distribution**
Read and explain the data distribution. Expound on application of (good or bad) normal distribution
- **Regression Analysis**
Develop and interpret regression models, correlations and multiple regression

International Remuneration: An Overview on Global Rewards

Gain Knowledge and Insights on Global Compensation and Benefits



Delivered by:

Dr. Mark Bussin

What You Will Learn

- Examine why companies globalise and the impact of it
- Identify influences that affect the design and delivery of global rewards
- Discover considerations to examine global compensation/rewards strategy
- Identify benefits in different regions that may serve as a starting point for developing a global benefits strategy
- Explore work-life, performance and recognition and development and career opportunities, and their effect on attraction, motivation and retention throughout the world
- Learn approaches and issues associated with managing international assignments
- Identify key factors related to successful cross-border mergers and acquisitions

Course Synopsis

Knowing how to develop global compensation program in line with global organisations standards is a skill that an HR professional should have. This course will provide you with an overview of total rewards and its role within the overall global management of human resources. It will show the delegate about the international rewards management, and get solid foundation on global human resources strategy.

Who Should Attend

This course is for the total rewards professional, including HR generalists and specialists, from all HR functions who seek to gain broader knowledge of global Total Rewards policies and practices.

Course Topics

- **Globalisation, Remuneration & Total Rewards**
Learn more about the globalisation, global business environment and total remuneration
- **Influences on Reward Systems**
Identify the major influences on total rewards, the impact of culture and other influences. It will also discuss rewards planning and global practices
- **Global Compensation Practices**
Point out the factors to consider in compensation/remuneration, base pay and variable pay delivery, and executive compensation. It will also cover the elements of compensation, effective global practices and compensation challenges
- **Global Benefits Practices**
Covers the influences and elements of global benefits, strategy, statutory and non-statutory benefits, cost of non-statutory benefit, social security, health care, funding health and welfare benefits, retirement benefit plans and other benefits. It will also look after selection of benefits service providers
- **Work-Life, Performance & Recognition, Development & Career Opportunities**
Learn on the impact of total remuneration and effect of Total rewards in the global workplace, global performance management and other reward programs
- **Managing International Assignments**
Clear definitions, evolution of international assignments, Compensation systems, and retirement issues
- **Cross-Border Mergers & Acquisitions**
Know successful cross-border mergers and acquisitions, the role of HR in these situations, importance of culture, and other global M&A issues

IFRS for Compensation Professionals

Learn The Language All Global Rewards Professionals Should Know



Delivered by:

Dr. Mark Bussin

What You Will Learn

- Gain an overview of the International Financial Reporting Standards (IFRS) and International Accounting Standards (IAS)
- Understand the objectives of financial reporting and how to identify and work with key stakeholders
- Determine how financial statements relate to your compensation and benefits work
- Learn key financial statements (such as income, financial position, cash flows and more) and the power of the notes that accompany accounts
- Examine IAS 19 short- and long-term benefits, as well as post-employment and termination benefits

Course Synopsis

Global compensation is shaped by ever shifting international accounting standards and reporting requirements: Keep up with this critical information and ensure you and your financial peers are communicating clearly and using the same terms by gaining the insights provided in this course.

Who Should Attend

This course is ideal for HR, payroll, and global rewards professionals who want to become more fluent in international accounting standards and key financial statements while understanding how these relate to short- and long-term employee benefits.

Course Topics

- **A Background on Financial Reporting Standards**
Learn more about the globalisation, global business environment and total remuneration
- **The Objective of Financial Reporting**
See the relationship between the conceptual framework and stakeholder, define who are the stakeholders, and provide information to the stakeholders of the organisation
- **Constructing & Reporting Financial Statements**
Know the content of the key financial statements – statement of financial position, statement of income, statement of other comprehensive income, statement of Cash Flows, and the notes accompanying the accounts –the true source of information
- **IAS 19: Employee Benefits**
Know the types of employee benefits
 - **Short-term Employee Benefits** – Types of Short-term, benefits that accrue, benefits that do not accrue, profit sharing and bonus plans, accounting treatment and practical examples
 - **Post Employment Benefits Plan** – liability of a defined contribution plan, discounted Cash Flow techniques and accounting treatment of a defined contribution plan and practical examples
 - **Other Long-term Benefits** – Accounting treatment of other long-term benefits, benefits that are immediately expensed, and Benefits that are accrued
 - **Termination Benefits** – Categories of benefits that qualify and the conditions that determine these categories, determination of the conditions for a plan, treatment of the benefits provision/payment

Base Pay Administration & Pay for Performance

Gain Compensation Strategy Skills to Accelerate Your Journey as an HR Professional



Delivered by:

Dr. Mark Bussin

What You Will Learn

- See how base pay factors into total rewards
- Learn to design, implement, deliver, administer, and evaluate base pay programs
- Understand key concepts, such as broadbands, the market-pricing approach, point factor approach, and how to integrate market data
- Understand pay for performance and salary budgeting - including merit increase guidelines and the components of a market-based salary budget
- See how to monitor pay levels, maintain pay structures, and understand compression
- Learn to integrate compensation plans and communicate during mergers and acquisitions

Course Synopsis

Gain a vital edge in the competition for talent by developing the right base pay salary structure – one that aligns with your organization's compensation strategy and recognizes and rewards talented employees.

Through hands-on exercises and discussion, this in-depth course will give you the skills to design, implement, and evaluate a compensation strategy that attracts and retains your organization's talent.

Who Should Attend

This course is ideal for HR and compensation professionals who are getting started in developing pay structures. In addition, those leading total rewards, remuneration, and Compensation & Benefits programs will benefit, as will people leaders who want to better understand salary structures.

Course Topics

- **Role of Base Pay in Total Rewards**
Learn the elements of compensation, total rewards design process, job evaluation methods, base pay and job worth hierarchy
- **Designing Base Pay Structures**
Understand base pay structures and broadbands
- **Practical Applications of Base Pay Structure Design**
Immerse through hands-on exercises in integrating market data, market pricing and point factor approach
- **Base Pay Implementation & Delivery**
Know about pay approaches, job-based pay, pay actions, differentials, communicating pay actions and new hire pay rates
- **Pay for Performance & Salary Budgeting**
Understand pay for performances, compensation strategy, merit-pay programs, base pay investments, merit increase guidelines and market-based salary budget
- **Administering & Evaluating Base Pay Programs**
Learn how to monitor pay levels, pay structures, audit base pay programs and understand compression
- **Mergers, Acquisitions & Base Compensation**
Know how to communicate compensation plans and changes during Mergers & Acquisitions. Highlight the importance of the role of HR during this event

Course Requirements

Knowledge of basic mathematical concepts is recommended, including mean, median, weighted average, compa-ratio, percentiles, and calculating percentages.

Variable Pay: Improving Performance with Variable Pay

Master Variable Pay Plans that Support Your Organization's Business Objectives



Delivered by:

Dr. Mark Bussin

What You Will Learn

- Learn common business strategies and objectives for achieving them
- See how to align variable pay programs with business strategy
- Learn the three categories of variable pay: incentive plans, bonus plans, and recognition plans
- Discover internal and external factors that affect variable pay plans
- See the steps for designing variable pay compensation strategy, including funding and distributing plan earnings
- Learn to implement, communicate, and evaluate variable pay compensation and benefits plans

Course Synopsis

Learn how to spur your employees to perform at the highest levels, boost organizational profitability and retain talented individuals through well-designed variable pay programs. This course will give you the knowledge and skills to design, implement, and evaluate successful variable pay plans.

Also known as pay-for-performance, variable pay programs incentivize employees to reach specific goals – such as boosting revenue and acquiring new skills. Successfully deploying variable pay is vital for today's compensation and HR professionals.

Who Should Attend

This course is ideal for the HR professional responsible for designing, assessing, and maintaining variable pay plans.

Course Topics

- **Supporting the Business Objective Through Variable Pay**
Learn about the elements of compensation, business strategy, business objectives, business lifecycle and importance of variable pays
- **Types of Variable Pay**
Understand the different variable pay programs, including Incentive plans, bonus plans and recognition plans
- **Developing a Variable Pay Plan: Phases 3**
Learn about funding and distribution through looking at performance targets and payouts, variable pay plan, plan earnings and getting approval
- **Implementation & Evaluation**
Through practical exercises, learn how to implement the variable pay program including selecting the implementation team, developing the communication plan, introducing the plan and coordinating the plans administration

Accounting & Finance for the HR Professionals

Make Better HR Decisions by Gaining Essential Knowledge About Finance and Accounting Practices and Goals



Delivered by:

Dr. Mark Bussin

What You Will Learn

- Learn the key financial components of a corporate annual report
- Understand the relationships between the HR, finance, and accounting departments
- See the measures and processes for assessing a company's financial health
- Learn the importance of cash flow to the company and its shareholders
- Find out about the methods for financing a business and the issues related to financial planning

Course Synopsis

Learn to leverage financial information more effectively, make HR decisions that better support your organization's financial health, and interact more closely with your organization's accounting and finance departments.

This course provides an overview of U.S. accounting regulations and practices and essential knowledge that will enable you to work effectively with the fiscal side of your business.

Who Should Attend

This course is designed for HR professionals who want to acquire actionable knowledge in organizational accounting and finance for better decision-making.

Course Topics

- **Introduction to Accounting**
It will provide learning in the areas of governing bodies and policies, major groups of accounts, financial statements, accounting types, financial measures, problems with accounting, underlying accounting principles, and the components of the annual report
- **The Balance Sheet**
Gain confidence in interpreting balance sheets by learning about assets, liabilities, shareholders' equity, the summary concept, liquidity measures, and debt ratios through case studies and exercises
- **The Income Statement**
Get familiar through group exercises with income statements by learning about revenue/sales, cost of goods sold, gross margin, operating expenses, other income and expenses, the provision for taxes, net income, financial measures of earnings per share, and return on sales
- **Statement of Cash Flows & Shareholders' Equity**
Review the statement of cash flows and statement of shareholders' equity. Focus on the two methods and three categories associated with the statement of cash flows
- **Financial Analysis**
Get an in-depth understanding of financial measures/ratios, liquidity measures, debt ratios, profitability measures, funds management ratios, and other performance measures
- **Planning & Financing The Business**
Learn the concepts of financial planning, typical planning process, developing business plans, evaluating capital projects, and financing sources, including long- and short-term sources
- **The Strategic Partnership**
Understand the critical relationship between HR and finance, recording Compensation & Benefits costs, wages and salaries, incentive pay, benefits costs, mandatory benefits, welfare benefits, retirement plans, and communication

Regulatory Environments for Compensation Programs

Reduce Financial and Legal Risk by Learning The U.S. Laws and Regulations that Shape Employee Compensation Programs



Delivered by:

Dr. Mark Bussin

What You Will Learn

- See the labor regulations that affect employee compensation disputes
- Learn the major federal labor regulations that impact specific types of employers
- Examine issues related to the FLSA
- Explore discrimination legislation as it relates to compensation

Course Synopsis

This course provides an invaluable overview of the federal regulatory requirements that impact design and administration of compensation programs. Content includes the major federal statutes affecting compensation design and practice, including the Fair Labor Standards Act (FLSA), Equal Pay Act (EPA), the Civil Rights Acts of 1964 and 1991, and other legislation that protects women, older workers, people with disabilities, veterans and more.

Who Should Attend

This foundational course on HR employment law is ideal for professionals seeking to understand and navigate the many major U.S. workplace regulations that relate to employee compensation.

Course Topics

- **Regulatory Environments & Related Laws**
This covers the overview of HR rules and regulations including the Davis-Bacon Act of 1931, McNamara-O'hara Service Contract of 1965, National Labor Relations Act of 1935, Sherman Antitrust Act of 1890. It will also tackle difference between independent contractors and employees
- **Fair Labor Standards Act**
Covers the overview of FLSA, FLSA requirements, violations and penalties, exemption tests, nonexempt employees, hours of work, rate of pay, the Worker Economic Opportunity Act, child labor rules, and record-keeping requirements. Will have practice session on overtime pay calculations and job classification
- **Equal Employment Opportunity Statutes & Civil Rights**
Know more about the Equal Pay Act (EPA), Title VII of the Civil Rights Act of 1964 and comparable worth through real world case scenarios
- **Rights Legislation & the Civil Rights Act of 1991**
Get to know more on the Age Discrimination in Employment Act (ADEA) of 1967, Vocational Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Americans with Disabilities Act Amendment Act, Civil Rights Act of 1991, Lilly Ledbetter Fair Pay Act, Genetic Information Nondiscrimination Act, Uniformed Services Employment and Reemployment Act of 1994 and dispute resolutions
- **Documentation, Audits & Communication**
Gain knowledge about the Age Discrimination in Employment Act (ADEA) of 1967, Vocational Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Americans with Disabilities Act Amendment Act, Civil Rights Act of 1991, Lilly Ledbetter Fair Pay Act, Genetic Information Nondiscrimination Act, Uniformed Services Employment and Reemployment Act of 1994 and dispute resolutions. Learn these through real world case scenarios and practice sessions

COURSE TITLE	DATE	PRICING	
		ATTEND IN-PERSON	ATTEND REMOTELY
Strategic Communication in Total Rewards	4 - 5 Mar 2024	USD 2,950	USD 1,925
Job Analysis Documentation & Evaluation	22 - 25 Apr 2024	USD 5,825	USD 3,420
Total Rewards Management + Market Pricing & Conducting a Competitive Pay Analysis	3 - 6 Jun 2024	USD 5,825	USD 3,420
Base Pay Administration & Pay for Performance + Variable Pay & Improving Performance with Variable Pay	10 - 13 Jun 2024	USD 5,825	USD 3,420
Accounting & Finance for the HR Professional + Regulatory Environments for Compensation Programs	1 - 4 Jul 2024	USD 5,825	USD 3,420
Business Acumen for Compensation Professionals + Quantitative Principles in Compensation Management	29 Jul - 1 Aug 2024	USD 5,825	USD 3,420
International Remuneration + IFRS for Compensation Professionals	26 - 29 Aug 2024	USD 5,825	USD 3,420
Total Rewards Management + Market Pricing & Conducting a Competitive Pay Analysis	7 - 10 Oct 2024	USD 5,825	USD 3,420
Job Analysis Documentation & Evaluation	4 - 7 Nov 2024	USD 5,825	USD 3,420
Base Pay Administration & Pay for Performance + Variable Pay & Improving Performance with Variable Pay	25 - 28 Nov 2024	USD 5,825	USD 3,420
Job Analysis Documentation & Evaluation	9 - 12 Dec 2024	USD 5,825	USD 3,420

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Read more about it here: www.informa-mea.com/allsecure/

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