

Compensation, Benefit Administration & Reward Management

Smart employers know that keeping quality employees requires providing the right compensation and benefits package. Compensation includes wages, salaries, bonuses and commission structures. Properly compensating employees shows you value them as workers and as human beings. When people feel valued, they feel better about coming into work.

Overall, company morale increases and people are motivated to come to work and do a good job. Additionally, when employees know there are bonuses or commissions, they are increasingly motivated to deliver grander results. Bonus and commission compensation plans become a focal point for success.

The compensation, Benefits Administration & Reward Management training course will utilize detailed case studies and the latest research to explain reward strategies from an administrative, strategic and human perspective. Managing reward is directly linked to performance, productivity, turnover, attitude and the overall health of an organization. Compensation, pay, benefits, salary, and even praise make up what is called 'reward'. The reward is an integral and vitally important part of the fabric of any organization, from small to large and from the government to private

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- Describe the key economic, psychological and motivational concepts that influence reward
 - Discuss the role of reward strategies and policies in an organization
 - Contribute to the administration of employee-reward policies and processes
 - Differentiate between the factors that influence employee satisfaction with the reward system
 - Defend the case for non-financial rewards in attracting, retaining and motivating people
 - Design a strategic reward plan

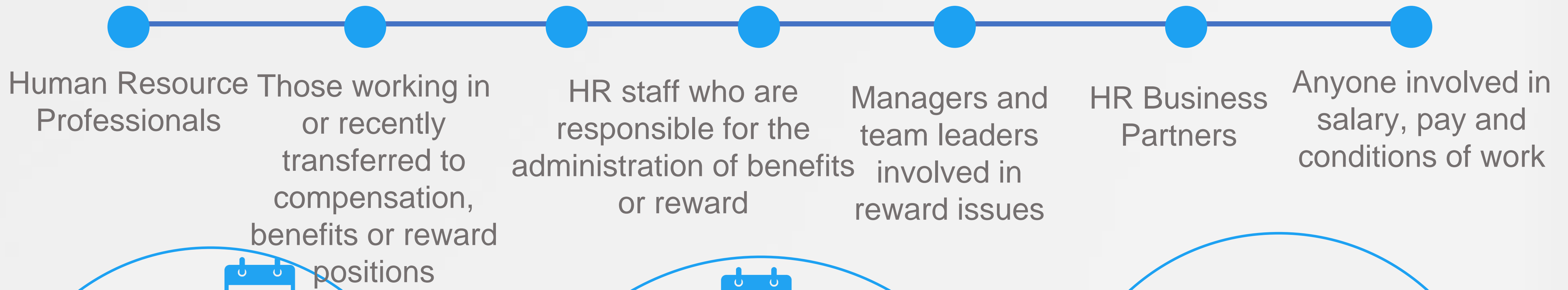


Objectives



Who should attend

Compensation, Benefit Administration & Reward Management course is ideal for:



Day 1

Performance, Performance Related Pay and Motivation

- Performance Management
- Development and training
- Performance related pay
- Current best practice examples
- Contribution related pay



Day 2

Administration of Reward Equality and Inequality in Pay

- The administration of reward
- Salary and pay surveys
- Job evaluation
- Inequality in reward– causes and solutions
- Executive pay



Day 3

Payroll and Frauds

- The fraud tree
- The HR 4C's policies
- Personnel behavior and commitment
- Acceptable and Unacceptable Behavior



Day 4

Non-financial Rewards and Empowerment Employee Benefits

- Non-financial rewards
- Employee Participation
- Employee Engagement
- Employee Benefits
- Flexible benefit systems and Cafeteria rewards



Day 5

Total Remuneration Creating a Reward Strategy

- Total Remuneration for the whole organization
- Developing a reward strategy
- CIPD Pay management survey
- Review of the Murlis and Wright model of Total rewards
- Personal action planning