Compensation and Benefits Management

Venue Information

Venue: London UK

Place:

Start Date: 2026-10-27

End Date: 2026-10-31

Course Details

Net Fee: £4750.00

Duration: 1 week

Category ID: HRMC

Course Code: HRMC-8

Syllabus

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Introduction

This program caters to:

- Professionals in the field seeking relevant knowledge and skills enhancement.
- Individuals in other HR domains aiming to broaden their comprehension of this vital function.

Objectives

Upon completion, participants will be able to:

- Explain fundamental principles and key components of compensation.
- Apply various compensation processes including job analysis, job descriptions, and job evaluation.
- Determine and articulate the elements of a robust and efficient compensation and benefits program.
- Design salary structures and related policies.

Managing Compensation – An Overview

- Understanding Compensation Objectives, Components, and Influencing Factors
- Implementing an Effective Compensation Management System

Job Analysis and Job Descriptions

- Importance of Job Descriptions
- Approaches to Job Analysis
- Conducting Job Analysis
- Components of Job Descriptions
- Practical Application of Job Description Writing

Job Evaluation

- Defining Job Evaluation
- Methods of Job Evaluation
- Overview of Evaluation Systems
- Introduction to the Hay System
- Guidelines for Job Evaluation
- Addressing Sources of Error

Compensation Systems

- Key Compensation Policies
- Factors Influencing Pay Levels
- Competency-Based Pay
- Designing Basic Salary Structures
- Determining the Right Number of Grades
- Progression and Spread in Salary Structures
- Incorporating Allowances into Total Pay

Understanding Benefits

- Definition and Purpose of Benefits
- Categories of Benefits
- Regional Variations in Benefit Practices
- Effective Benefits Program Management
- Essentials of Long-Term Benefit Plans

Introduction to Compensation Surveys

- Purpose and Design of Compensation Surveys