

# From Hire to Inspire: HR Foundations for a Thriving Workplace

## Human Resources



9001



In-Class



8 hours

### Course Description:

A solid grasp of organizational frameworks is vital for effective leadership and management in today's dynamic business environment. This course offers an in-depth exploration of organizational structures, covering core concepts and models that define how organizations function. By the end of the course, participants will gain practical insights and skills to understand, navigate, and influence their organizational settings with confidence.

### Target Audience:

Managers and Team Leaders in HR Professionals.

### Course Objectives:

**By the end of the course, participants will be able to:**

- Understand the key concepts that underpin the organizational structure adopted by all organizations.
- Identify the main dimensions of organizational structure.
- Appreciate the concepts of force and form as they relate to the organization
- Detail six models of organizational structure.

### Course Outline

#### Module 1: The Organization

- What is an Organization?
- Division of Labor (Advantages & Disadvantages)
- Span of Control
- Administrative Hierarchy
- The Organizational Chart

#### Module 2: Dimensions of Organizational Structure

- Four Underlying Dimensions
- Structuring of Activities
- Concentration of Authority
- Line Control of the Workforce
- Supportive Component

#### Module 3: Force & Form Within Organizations

- Organizational Force
- Mintzberg's Organizational Forms
- Entrepreneurial Form
- Machine Form
- Professional Form
- Adhocracy Form
- Diversified Form

#### Module 4: Models of Organizational Structure

- Bureaucratic
- Vertical
- Horizontal
- Departmentalization by Business Function
- Departmentalization by Product
- Departmentalization Matrix
- Networks

### Assessment Strategy:

Participants will be informally assessed based on their interaction during sessions and their participation in group exercises.

### Upon Successful Completion of this Course, participants will obtain:

0.6 CEUs

### Course Language:

English Material  
Bilingual Explanation

### Prerequisites:

N/A