



# Labour Relations Management Programme NQF 6 in collaboration with



**GLOBAL BUSINESS SOLUTIONS**

future thinking, now

There has been the establishment of new statutory structures with implications for every level of labour relations in the country. Their purpose is to advance economic development and social justice, to reduce labour unrest and to advance the democratisation of the workplace by fulfilling the primary objective of the Labour Relations Act.

The **Labour Relations Management Programme** provides learners with specific learning and skills related to labour disputes, mediation, conciliation and arbitration as regulated by Labour Law.

This learning will deepen their understanding of the South African Labour Relations field and will underpin their ability to use this learning in various workplaces. The development of competence in this field can lead to better service delivery, institutional longevity and the promotion of job creation and security.

Application of the learning in this programme will also assist parties in labour disputes to enforce their labour rights, while at the same time enabling them to become aware of their obligations as active and responsible participants in society and the economy.

## PURPOSE

The purpose of the programme is to develop people who will be able to manage, resolve and help prevent labour disputes.

A large number of the competencies developed in the programme are rooted in actual workplace practice and should lead to greater productivity resulting from the improved performance by the learner, due to the integration of the knowledge mastered with workplace practice. Learners will be able to:

- Facilitate fair and just labour relations in an organisation.
- Manage and resolve labour disputes.
- Initiate actions that could prevent labour disputes.
- Implement management practices.
- Consider and apply relevant legislation and Jurisprudence.

## TARGET AUDIENCE:

- The commission for conciliation , mediation and arbitration (CCMA)
- The Department of Labour
- Labour consultants
- Bargaining and Statutory councils
- Private agencies
- Advice offices
- Law firms, particularly labour lawyers
- Human Resource Practitioners
- Trade unions and federations
- Employer organisations and federations

## What will you get out of this programme?

- The programme is accredited through the School of Economic and Business Sciences, University of the Witwatersrand. Upon successful completion of the course, learners will receive a certificate of competence.
- The skills to consult apply and advise on core labour law legislation.

## ENTRY REQUIREMENTS:

It is assumed that learners have knowledge of general Human Resource principles and theory, and of South African Labour Relation structures at NQF Level 5.

It is also assumed that the learner is able to interpret financial statements and use information in the statements to make informed decisions.



## BLOCK 1

Topic	Training Days
Demonstrate an understanding of labour market economics and statistics	1 day
Demonstrate an understanding of collective agreements and bargaining councils	1 day
Interpret the implications for South Africa of Conventions of the International Labour Organisation which have been ratified by the South African government	1 day
Demonstrate an understanding of labour market dynamics	1 day

## BLOCK 2

Topic	Training Days
Apply labour dispute prevention approaches	1 day
Apply problem-solving techniques to make decisions on a multi-faceted problem	1 day
Conduct fact finding and investigation processes	1 day

## BLOCK 3

Topic	Training Days
Facilitate a mass retrenchment process	1 day
Interpret and apply labour legislation relating to strikes, lock-outs and picketing	1 day
Manage and improve communication processes in a function	1 day
Use negotiation in multi-faceted situations to achieve the objectives of a function	1 day

## BLOCK 4

Topic	Training Days
Interpret unfair dismissal in terms of Labour Relations Legislation	1 day
Conduct a labour conciliation process	1 day

## BLOCK 5

Topic	Training Days
Write advisory awards in labour disputes	1 day
Manage and conduct an in limine hearing	1 day
Manage and conduct an arbitration process	1 day

### REGISTRATION:

Complete the attached registration form and return to Global Business Solutions together with required supporting documentation.

### **For assistance please contact:**

- PE: Cynthia on 041-364 0472
- EL: Zuki on 043-721 1030
- CT: Melanie on 021- 481 1617
- JHB: Ayanda on 011- 483 3722
- DBN: Mbali on 011- 483 3722

### COST:

**Please contact us for our 2016 fees.**

Fees payable directly to Wits Enterprise as per invoice that will be issued upon registration.

**Account queries can be directed to Delchia Jacobs at Wits Enterprise on 011-717 9027**

### PRESENTERS INCLUDE:

- **Jonathan Goldberg:** CEO of Global Business Solutions: B.Com, LLB, MBA; Accredited CCMA Commissioner; Member of Tokiso Dispute Resolution Panel
- **Thembi Chagonda:** MD of Global Business Solutions: B.Soc.Sci., Post Graduate Diploma in Labour Law
- **David Pattle:** BA. LLB., Post Graduate Diploma in Labour Law Attorney of the High Court of South Africa and accredited Assessor
- **Grant Wilkinson :** LLB, Attorney of the High Court of South Africa

### BLOCK 1: WHERE AND WHEN?

Contact your nearest Global Business Solutions office for their next scheduled dates.

**ALL COURSES ARE SUBJECT TO MINIMUM DELEGATE NUMBERS**



**Course / Conference Name** .....

**Delegate Information**

<b>TITLE</b>		
<b>FULL NAMES</b>		
<b>SURNAME</b>		
<b>IDENTIFICATION TYPE</b>	South African ID	Other:
<b>ID NUMBER</b>		
<b>GENDER</b>	Male	Female
<b>INSTITUTION/ORGANISATION</b>		
<b>POSTAL ADDRESS</b>		
<b>POSTAL CODE</b>		
<b>WORK NUMBER</b>		
<b>MOBILE NUMBER</b>		
<b>FAX NUMBER</b>		
<b>EMAIL ADDRESS</b>		
<b>HIGHEST QUALIFICATION</b>		
<b>CURRENT POSITION</b>		
<b>DIETARY REQUIREMENTS</b>		
<b>DISABILITY</b>		

**Company Information (if you are not paying for yourself)**

<b>COMPANY NAME</b>	
<b>COMPANY DIVISION</b>	
<b>COMPANY VAT REGISTRATION NUMBER</b>	
<b>COMPANY REGISTRATION NUMBER</b>	
<b>PHYSICAL ADDRESS</b>	
<b>POSTAL ADDRESS</b>	
<b>NAME OF PERSON RESPONSIBLE FOR PAYMENT</b>	
<b>WORK NUMBER</b>	
<b>FAX NUMBER</b>	
<b>EMAIL ADDRESS</b>	