



Consulting and Training | Reach New Heights

Course Name

Training Needs Assessment and Capability Development Excellence

Sector Name

HR Strategy and Training

Document Type

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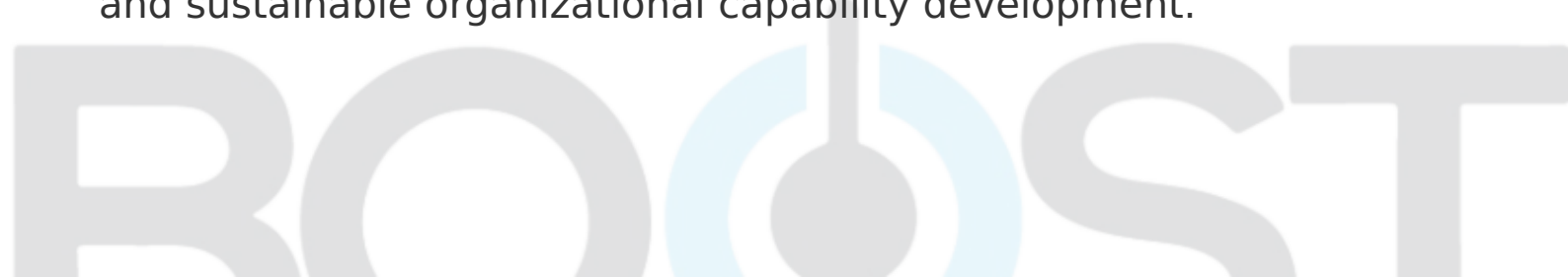


Training Needs Assessment and Capability Development Excellence

Course Introduction

Organizations committed to workforce development and operational excellence require effective training needs assessment practices to identify capability gaps, align learning initiatives with organizational objectives, optimize workforce performance, and support sustainable professional growth. Modern Training Needs Assessment functions play a strategic role in analyzing organizational requirements, evaluating workforce competencies, identifying development priorities, and enabling targeted learning solutions that strengthen employee performance and organizational effectiveness.

BOOST Consulting & Training designed this program to equip participants with the strategic knowledge and practical capabilities required to manage training needs assessment activities effectively across organizational environments. The program focuses on capability analysis, workforce assessment methodologies, learning gap identification, performance evaluation, stakeholder engagement, development planning, and continuous improvement practices that support workforce readiness, operational excellence, and sustainable organizational capability development.



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Training Needs Assessment and Capability Development Excellence

Target Audience

- ✓ Learning and Development Professionals
- ✓ Organizational Development and Capability Building Teams
- ✓ HR and Workforce Planning Staff
- ✓ Training Coordinators and Performance Management Professionals
- ✓ Operational Excellence and Talent Development Teams
- ✓ Professionals involved in workforce capability assessment, learning analysis, and employee development initiatives

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Learning Objectives

- ✓ Apply training needs assessment principles to support workforce capability development and organizational performance.
- ✓ Develop assessment frameworks aligned with organizational objectives and workforce development requirements.
- ✓ Analyze competency gaps, operational performance, and workforce learning needs systematically.
- ✓ Conduct structured training needs assessments using effective analytical methodologies.
- ✓ Support learning and development planning through data-driven workforce insights and recommendations.
- ✓ Monitor workforce development effectiveness and identify improvement opportunities proactively.
- ✓ Strengthen stakeholder collaboration, operational alignment, and capability development practices.
- ✓ Promote continuous improvement and sustainable professional development excellence through effective assessment practices.

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Training Needs Assessment and Capability Development Excellence

Course Outline

✓ DAY 01

Foundations of Training Needs Assessment and Workforce Development

- ✓ Strategic role of training needs assessment in organizational success
- ✓ Principles of workforce capability analysis and learning development
- ✓ Understanding competency requirements and operational performance expectations
- ✓ Governance structures and accountability in training assessment environments
- ✓ Workforce readiness, organizational alignment, and capability development concepts
- ✓ Challenges impacting modern training needs assessment operations

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Training Needs Assessment and Capability Development Excellence

Course Outline

✓ DAY 02

Workforce Analysis and Assessment Methodologies

- ✓ Developing training needs assessment frameworks and analytical models
- ✓ Competency analysis and workforce capability evaluation methodologies
- ✓ Identifying performance gaps and operational learning requirements
- ✓ Data collection and stakeholder engagement practices in assessment environments
- ✓ Aligning workforce development initiatives with organizational objectives
- ✓ Best practices in training needs assessment planning and operational coordination

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Course Outline

✓ DAY 03

Learning Gap Identification and Development Planning

- ✓ Analyzing workforce performance and learning priorities systematically
- ✓ Developing targeted learning and capability development recommendations
- ✓ Supporting workforce planning and professional growth initiatives
- ✓ Monitoring learning alignment with operational and organizational requirements
- ✓ Enhancing workforce responsiveness through structured development planning
- ✓ Strengthening organizational capability through focused learning strategies

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Course Outline

✓ DAY 04

Performance Monitoring, Evaluation, and Continuous Improvement

- ✓ Workforce development KPIs and assessment performance measurement methodologies
- ✓ Monitoring learning effectiveness and capability development outcomes
- ✓ Identifying assessment gaps and workforce improvement opportunities
- ✓ Reporting assessment findings and organizational capability insights
- ✓ Continuous improvement methodologies in workforce development environments
- ✓ Supporting organizational adaptability and workforce resilience

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Course Outline

✓ DAY 05

Strategic Workforce Development Leadership and Future Readiness

- ✓ Leadership principles in workforce development and learning assessment environments
- ✓ Innovation and digital trends in learning analytics and capability assessment
- ✓ Building agile and development-focused organizational cultures
- ✓ Supporting sustainable growth through workforce capability excellence
- ✓ Enhancing organizational adaptability and employee readiness
- ✓ Creating future-ready, high-performing, and continuously developing workforce environments

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
Sept. 19, 2027	Sept. 23, 2027	5 days	4250.00 \$	KSA , Riyadh
Jan. 25, 2027	Jan. 29, 2027	5 days	4250.00 \$	UAE , Dubai
April 26, 2027	April 30, 2027	5 days	4250.00 \$	UAE , Abu Dhabi
Dec. 27, 2027	Dec. 31, 2027	5 days	4950.00 \$	England , London

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