

LAPT

LONDON ACADEMY OF PROFESSIONAL TRAINING

CERTIFICATE

ISO 25551M — Ageing Societies Workforce Needs and Requirements

ISO Certification Programme



Really?

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AT A GLANCE

REFERENCE	MGT-AGEM-25551M
AWARD	Certificate
ASSESSMENT	430 marks — 258 to pass (60%)
PREREQUISITES	None
VALIDITY	Lifetime
AWARDING BODY	LAPT — London Academy of Professional Training

CURRICULUM

1

Change Management Strategies

5 chapters · 30 classes 65 marks

• 1 Understanding Change Management in Ageing Societies — 6 classes

› 1.1 Analyze the Impact of Demographic Changes on Workforce Dynamics

› 1.2 Identify Key Challenges in Managing Change for Ageing Societies

› 1.3 Explore Change Management Theories Relevant to Ageing Workforce

› 1.4 Develop Strategies for Effective Communication During Organisational Change

› 1.5 Create Action Plans for Implementing Change in Ageing Workforces

› 1.6 Evaluate the Success of Change Initiatives in Ageing Societies

• 2 Identifying Workforce Challenges in Ageing Societies — 6 classes

› 2.1 Assess Current Workforce Demographics in Ageing Societies

› 2.2 Identify Key Skills Gaps for an Ageing Population

› 2.3 Analyze Impact of Ageing Workforce on Organizational Performance

› 2.4 Explore Technological Adaptation Needs for Senior Employees

› 2.5 Develop Strategies to Enhance Employee Retention in Ageing Workforce

› 2.6 Create an Action Plan for Addressing Workforce Challenges

• 3 Developing Change Management Strategies for Ageing Workforces — 6 classes

› 3.1 Assess Current Workforce Demographics and Needs

› 3.2 Identify Key Change Management Challenges for Ageing Employees

› 3.3 Develop Inclusive Communication Strategies for Change

› 3.4 Implement Training Programs Tailored to Ageing Workforce

› 3.5 Evaluate Impact of Change Initiatives on Ageing Employees

› 3.6 Foster a Supportive Environment for Continuous Change Adaptation

• 4 Engaging Stakeholders in Change Processes — 6 classes

› 4.1 Identify Key Stakeholders for Change Initiatives

› 4.2 Analyze Stakeholder Perspectives and Interests

› 4.3 Develop Communication Strategies for Stakeholder Engagement

› 4.4 Facilitate Collaborative Workshops to Foster Stakeholder Involvement

› 4.5 Assess Stakeholder Impact on Change Outcomes

› 4.6 Create Action Plans for Sustained Stakeholder Commitment

• 5 Evaluating and Sustaining Change in Ageing Societies — 6 classes

› 5.1 Assessing the Impact of Change Initiatives in Ageing Societies

› 5.2 Identifying Key Stakeholders in Change Management

› 5.3 Analyzing Barriers to Sustainable Change in Ageing Populations

› 5.4 Developing Metrics for Evaluating Change Success

› 5.5 Creating Action Plans for Sustained Change Implementation

› 5.6 Engaging Communities for Continuous Improvement in Ageing Societies

• 1 Understanding Data Fundamentals for Workforce Planning — 6 classes

- › 1.1 Define Key Data Concepts for Workforce Analysis
- › 1.2 Identify Data Sources for Workforce Planning
- › 1.3 Analyze Workforce Demographics Using Data
- › 1.4 Explore Data Visualization Techniques for Workforce Insights
- › 1.5 Assess Data Quality and Its Impact on Workforce Decisions
- › 1.6 Develop Actionable Strategies from Workforce Data Analysis

• 2 Analyzing Workforce Demographics and Trends — 6 classes

- › 2.1 Define Key Demographic Terms Relevant to Workforce Analysis
- › 2.2 Identify Sources of Workforce Demographic Data
- › 2.3 Analyze Trends in Ageing Workforce Populations
- › 2.4 Evaluate Impacts of Demographic Shifts on Workforce Planning
- › 2.5 Develop Strategies to Address Workforce Ageing Challenges
- › 2.6 Create a Data-Driven Action Plan for Workforce Demographics

• 3 Utilizing Predictive Analytics for Workforce Needs — 6 classes

- › 3.1 Understand Predictive Analytics and Its Role in Workforce Planning
- › 3.2 Identify Key Data Sources for Effective Predictive Analysis
- › 3.3 Analyze Historical Workforce Data to Identify Trends
- › 3.4 Develop Predictive Models to Forecast Workforce Needs
- › 3.5 Evaluate the Impact of External Factors on Workforce Predictions
- › 3.6 Create Actionable Strategies Based on Predictive Insights

• 4 Data Visualization Techniques for Effective Communication — 6 classes

- › 4.1 Identify Key Data Visualization Techniques for Presenting Workforce Data
- › 4.2 Explore Tools for Creating Insightful Visual Representations of Data
- › 4.3 Analyze the Impact of Color and Design Choices in Data Visualizations
- › 4.4 Compare Different Chart Types for Effective Communication of Workforce Trends
- › 4.5 Develop a Data Story Using Visuals to Engage Stakeholders in Workforce Planning
- › 4.6 Evaluate the Effectiveness of Your Visualizations Through Peer Feedback

• 5 Implementing Data-Driven Strategies for Ageing Societies — 6 classes

- › 5.1 Analyze Demographic Trends Affecting Ageing Societies
- › 5.2 Identify Key Data Sources for Workforce Planning
- › 5.3 Develop Metrics for Evaluating Workforce Needs
- › 5.4 Utilize Data Visualization to Present Findings
- › 5.5 Formulate Data-Driven Strategies for Recruitment
- › 5.6 Implement Continuous Improvement Processes in Workforce Management

• 1 Understanding Leadership in Ageing Societies — 6 classes

- › 1.1 Explore the Characteristics of Effective Leaders in Ageing Societies
- › 1.2 Identify the Unique Challenges of Leading in an Ageing Workforce
- › 1.3 Analyze Team Dynamics in Multigenerational Work Environments
- › 1.4 Develop Communication Strategies for Engaging Older Employees
- › 1.5 Cultivate Inclusive Leadership Practices for Diverse Age Groups
- › 1.6 Implement Action Plans to Enhance Workforce Productivity Across Ages

• 2 Team Dynamics in Multigenerational Settings — 6 classes

- › 2.1 Identify Key Characteristics of Multigenerational Teams
- › 2.2 Analyze the Impact of Age Diversity on Team Dynamics
- › 2.3 Explore Communication Styles Across Generations
- › 2.4 Develop Strategies to Foster Inclusive Collaboration
- › 2.5 Evaluate Conflict Resolution Techniques for Diverse Teams
- › 2.6 Implement Leadership Practices to Enhance Team Cohesion

• 3 Communication Strategies for Effective Leadership — 6 classes

- › 3.1 Identify Key Communication Principles for Leadership
- › 3.2 Analyze Barriers to Effective Leadership Communication
- › 3.3 Develop Active Listening Skills to Enhance Team Dynamics
- › 3.4 Utilize Feedback Techniques to Foster Open Dialogue
- › 3.5 Implement Non-Verbal Communication Strategies in Leadership
- › 3.6 Create an Action Plan for Improving Team Communication

• 4 Decision-Making Models and Conflict Resolution — 6 classes

- › 4.1 Analyze Decision-Making Models in Leadership Contexts
- › 4.2 Apply Analytical Tools for Effective Decision-Making
- › 4.3 Evaluate the Impact of Bias on Leadership Decisions
- › 4.4 Identify Sources and Types of Conflict within Teams
- › 4.5 Develop Conflict Resolution Strategies for Team Dynamics
- › 4.6 Implement Decision-Making Models to Resolve Team Conflicts

• 5 Empowering Teams through Leadership Development — 6 classes

- › 5.1 Define Key Leadership Qualities for Effective Team Empowerment
- › 5.2 Explore the Role of Communication in Team Dynamics
- › 5.3 Assess Individual Strengths and Weaknesses within Teams
- › 5.4 Implement Strategies for Inclusive Team Collaboration
- › 5.5 Develop Action Plans for Leadership Growth and Team Empowerment
- › 5.6 Evaluate Leadership Impact on Team Performance and Motivation

• 1 Understanding the Ageing Workforce: Demographic Trends and Implications — 6 classes

- › 1.1 Analyze Demographic Trends in Ageing Populations
- › 1.2 Identify Key Implications of an Ageing Workforce
- › 1.3 Evaluate the Impact of Workforce Ageing on Industries
- › 1.4 Explore Policy Responses to Ageing Workforce Challenges
- › 1.5 Develop Strategies for Supporting Ageing Employees
- › 1.6 Create Action Plans for Implementing Workforce Policies

• 2 Policy Frameworks: Guidelines for Ageing Workforce Integration — 6 classes

- › 2.1 Analyse Current Policy Frameworks for Ageing Workforce Integration
- › 2.2 Identify Key Stakeholders in Ageing Workforce Policy Development
- › 2.3 Evaluate Best Practices in Ageing Workforce Guidelines
- › 2.4 Develop Strategic Objectives for Ageing Workforce Integration
- › 2.5 Design Implementation Plans for Ageing Workforce Policies
- › 2.6 Assess the Impact of Policies on Ageing Workforce Outcomes

• 3 Assessment of Workforce Needs: Tools and Methodologies — 6 classes

- › 3.1 Identify Key Challenges in Assessing Workforce Needs for Ageing Societies
- › 3.2 Analyze Existing Tools: Evaluating Effectiveness in Workforce Assessment
- › 3.3 Develop Frameworks for Comprehensive Workforce Needs Assessment
- › 3.4 Implement Quantitative Methods for Collecting Workforce Data
- › 3.5 Utilize Qualitative Approaches to Understand Workforce Perspectives
- › 3.6 Design Action Plans Based on Assessment Findings for Workforce Development

• 4 Developing Effective Policies: Strategies for Ageing Workforce Engagement — 6 classes

- › 4.1 Identify Key Challenges in Engaging an Ageing Workforce
- › 4.2 Evaluate Existing Policies Impacting Ageing Workforce Engagement
- › 4.3 Develop Inclusive Communication Strategies for Ageing Workers
- › 4.4 Integrate Flexible Work Options to Retain Older Employees
- › 4.5 Design Training Programs Tailored for Ageing Workforce Skills
- › 4.6 Assess the Effectiveness of Policies on Ageing Workforce Engagement

• 5 Evaluating Policy Impact: Metrics and Continuous Improvement — 6 classes

- › 5.1 Identify Key Metrics for Evaluating Policy Impact
- › 5.2 Develop Data Collection Strategies for Workforce Policies
- › 5.3 Analyze Policy Outcomes Using Quantitative Methods
- › 5.4 Conduct Qualitative Assessments of Policy Effectiveness
- › 5.5 Implement Continuous Improvement Processes for Policy Adaptation
- › 5.6 Present Findings and Recommendations for Policy Enhancement

• 1 Understanding the Demographics of Ageing Societies — 6 classes

- › 1.1 Analyze Global Ageing Trends and Their Implications for Workforce
- › 1.2 Evaluate the Socioeconomic Factors Influencing Ageing Populations
- › 1.3 Identify Key Demographic Indicators of Ageing Societies
- › 1.4 Explore the Impact of Ageing on Labour Market Dynamics
- › 1.5 Assess Challenges and Opportunities in Managing an Ageing Workforce
- › 1.6 Develop Strategic Approaches to Enhance Workforce Sustainability in Ageing Societies

• 2 Fundamentals of Strategic Management in Ageing Contexts — 6 classes

- › 2.1 Define Strategic Management in the Context of Ageing Societies
- › 2.2 Identify Key Challenges for Leadership in Ageing Workforces
- › 2.3 Analyze Stakeholder Needs in Ageing Societies
- › 2.4 Explore Strategic Frameworks for Ageing Workforce Management
- › 2.5 Develop Strategic Goals for Organisations Addressing Ageing Issues
- › 2.6 Create an Action Plan for Implementing Strategic Management Practices

• 3 Workforce Planning and Development for Ageing Societies — 6 classes

- › 3.1 Assess Current Workforce Demographics and Needs
- › 3.2 Identify Skills Gaps in Ageing Societies
- › 3.3 Develop Targeted Training Programs for Ageing Workforce
- › 3.4 Create Strategies for Retaining Ageing Employees
- › 3.5 Implement Succession Planning for Leadership in Ageing Contexts
- › 3.6 Evaluate Workforce Development Initiatives and Impact

• 4 Innovative Leadership Strategies in Ageing Services — 6 classes

- › 4.1 Analyze Current Trends in Ageing Services Leadership
- › 4.2 Explore Innovative Leadership Models for Ageing Societies
- › 4.3 Assess Stakeholder Engagement Strategies in Ageing Services
- › 4.4 Design Effective Communication Plans for Ageing Workforce Initiatives
- › 4.5 Implement Change Management Techniques in Ageing Services
- › 4.6 Evaluate Outcomes of Leadership Strategies in Ageing Societies

• 5 Evaluating and Implementing Strategic Initiatives for Ageing Workforces — 6 classes

- › 5.1 Assessing Workforce Demographics and Trends in Ageing Societies
- › 5.2 Identifying Strategic Needs for an Ageing Workforce
- › 5.3 Developing Inclusive Policies for Ageing Employees
- › 5.4 Evaluating Current Initiatives Impacting Ageing Workforces
- › 5.5 Implementing Change: Tools and Techniques for Success
- › 5.6 Measuring Outcomes of Strategic Initiatives for Ageing Workers

• 1 Understanding the Ageing Society: Demographics and Trends —

6 classes

- › 1.1 Analyze Demographic Shifts in Ageing Societies
- › 1.2 Evaluate the Impact of Ageing on Workforce Dynamics
- › 1.3 Identify Key Trends in Ageing Population's Needs
- › 1.4 Explore Policy Responses to Ageing Workforce Challenges
- › 1.5 Develop Training Strategies for an Ageing Workforce
- › 1.6 Implement Best Practices for Inclusive Workplace Development

• 2 Core Competencies for Leadership in Ageing Services — 6 classes

- › 2.1 Identify Key Leadership Competencies for Ageing Services
- › 2.2 Analyze the Impact of Leadership on Ageing Societies
- › 2.3 Develop Strategies for Effective Communication in Leadership
- › 2.4 Implement Emotional Intelligence Techniques in Ageing Services
- › 2.5 Evaluate Best Practices in Team Management for Ageing Workforce
- › 2.6 Create Action Plans for Professional Development in Leadership

• 3 Developing Training Programmes for Ageing Workforce Needs —

6 classes

- › 3.1 Assess Current Training Gaps for Ageing Workforce
- › 3.2 Identify Key Competencies Required for Older Employees
- › 3.3 Design Inclusive Training Strategies for Diverse Needs
- › 3.4 Integrate Technology into Training Programmes for Seniors
- › 3.5 Evaluate the Effectiveness of Training on Ageing Workforce
- › 3.6 Develop a Continuous Improvement Plan for Training Programmes

• 4 Implementing and Evaluating Training Initiatives — 6 classes

- › 4.1 Assessing Training Needs for Ageing Societies
- › 4.2 Designing Inclusive Training Programs
- › 4.3 Developing Engagement Strategies for Participants
- › 4.4 Implementing Training Initiatives: Best Practices
- › 4.5 Evaluating Training Effectiveness and Impact
- › 4.6 Continuous Improvement in Training Delivery

• 5 Future Trends in Ageing Society Workforce Development — 6 classes

- › 5.1 Analyze Current Workforce Demographics and Trends
- › 5.2 Identify Skills Gaps in Ageing Workforce Development
- › 5.3 Explore Innovative Training Methods for Diverse Age Groups
- › 5.4 Assess the Impact of Technology on Ageing Workers
- › 5.5 Develop Strategies for Inclusive Leadership in Ageing Societies
- › 5.6 Create an Action Plan for Future Workforce Training Initiatives