

Off Campus Training Programme on

Human Resource Development for Professional Excellence

For the Officers of Department of Fisheries, NIFAM, Aluva, Kerala State

(14th – 17th June, 2022)



Course Coordinators

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ABOUT EEI, HYDERABAD

The Extension Education Institute, Rajendranagar, Hyderabad established in 1962, is a premier regional training institute financed by Directorate of Extension, Department of Agriculture and Cooperation, Ministry of Agriculture and Farmers Welfare, Government of India under the administrative control of Professor Jayashankar Telangana State Agricultural University (PJ TSAU), Hyderabad.

The institute is specialized to cater to the training needs of middle level extension functionaries of Southern region line departments of client states viz., Telangana, Andhra Pradesh, Tamil Nadu, Karnataka, Kerala, Odisha, Union Territories of Puducherry, Andaman & Nicobar and Lakshadweep Islands. Besides this, the trainers of training institutes like FTCs, KVKs, SAMETIs are also trained at this institute. EEI is bestowed with experienced faculty in different areas of training with excellent knowledge and communication skills. The institute is provided with a well equipped training environment to meet all the training needs of the clientele.

ABOUT TRAINING

Human resource development imparts learning to the members of the organisation for development of skills, ability and competency. In the fast moving world of today, organisations are evolving. The role of a task manager has become more diverse. Radical changes are taking place because of economic pressure and the demand for enhancing efficiency and productivity. Growth of information technology facilitated tasks to be completed within seconds than in days. To keep pace with such an environment, organizations must develop its people and allow them to grow and employee's capabilities need to be sharpened.

HRD is a process by which the employees of an organisation are helped in a continuous and systematic way to –

- (a) Acquire or develop capabilities required to perform various functions relating to their present and future roles.
- (b) Improve their general capabilities as individuals, discover and exploit their available potential for their own and organisational development purpose.
- (c) Improve supervisor-subordinate relationship, teamwork and collaboration among different departments in an organisational culture and to contribute to the welfare, motivation and pride of employees. Human resource development therefore is defined as the total knowledge, skills, creative abilities, talents and aptitudes of an organisation's workforce as well as the values, attitudes and beliefs of the individuals involved.

Keeping in view of paramount importance of Human Resource Development for fisheries officers of Kerala, an Off campus training programme is organised by EEI, Hyderabad for 4 days at NIFAM, Aluva from 14th – 17th June, 2022 on Human Resource Development for Professional Excellence.

Objectives of the training: At the end of the training the participants will be able

- To gain knowledge and skills on motivational, leadership, communication and performance appraisal techniques for employees.
- To know influence of Time and Stress management and emotional intelligence of employees in work performance
- To gain insights on Reengineering the job chart and capacity building of employees

Course contents

- Overview on Human Resource Development for Professional excellence
- Motivating employees for right job performance
- Managing Communication for effective HRD
- Performance appraisal
- Time and Stress management strategies for work place success
- Reengineering the job chart and capacity building of employees
- Leadership development for professional excellence
- Supervising and monitoring
- Emotional intelligence

Methodology

- Presentation by eminent speakers/experts.
- Experiential learning techniques
- Interim interactive sessions
- Interim group discussions.
- Individual and group assignments

Participating Officers: Fisheries Officials of NIFAM, Aluva, Kerala

Duration: 14th – 17th June, 2022 (both days inclusive).

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