MODULE / 01 · PROGRAMME

Structure and role clarity

From business objectives to responsibilities and decision-making

Organization charts and role architecture; reporting lines and RACI; job descriptions with competencies and success indicators; role evaluation and HR process mapping.

What you will be able to do

- Connect business objectives to the functions, work and skills required.
- Analyze roles and write job descriptions with clear outcomes and responsibilities.
- Identify overlaps and gaps and prepare proposals for approval.

Who this module is for

HR professionals, department heads and business administrators who want to clarify how work is organized and who is responsible within the team.

How we will work

Case-based work and templates adapted to organizational needs. Editable organization chart, RACI matrix, job description template, role evaluation scorecard and process map. AI-assisted first drafts reviewed by HR.

Module lead: Kristi Azuni

MODULE / 01 · CURRICULUM

Structure and role clarity

01 Topics and practical work

Organization charts and role architecture; reporting lines and RACI; job descriptions with competencies and success indicators; role evaluation and HR process mapping.

02 Tools and practical outputs

Editable organization chart, RACI matrix, job description template, role evaluation scorecard and process map. AI-assisted first drafts reviewed by HR.

MODULE / 01 · TOOLS AND PARTICIPATION

Structure and role clarity

Module practical toolkit

Editable organization chart, RACI matrix, job description template, role evaluation scorecard and process map. AI-assisted first drafts reviewed by HR.

Investment and registration

Standard	7,900 ALL
Team Pass · 2 people	13,900 ALL
1:1 Executive Session	15,900 ALL
Full People Systems Lab · 6 modules	39,900 ALL

Team Pass: two participants from the same company; total price for both. 1:1 session: individual implementation guidance, by appointment. Full Lab: six modules for one participant.

Online. Around one month for the full programme, with 1–2 modules per week. Dates and times are confirmed with participants.

An application does not process a payment or confirm a place. Registration is confirmed after participation and payment have been confirmed according to ED Consulting instructions.