UNIT CODE: EDLE601
UNIT TITLE: HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT
CREDIT POINTS: 10

DISCIPLINE CLUSTER AND WEIGHTING

RELATIONSHIP TO OTHER UNITS
This unit is an elective unit in the Master of Educational Leadership and the Postgraduate Certificate in Educational Leadership.

PREREQUISITES
Nil

DESCRIPTION
This unit is designed to help students develop and customise a human resource management and development (HRMD) system for their school or system. This unit encourages students to understand HRMD in the context of the Catholic school and system as well as recognise the influence of the wider environment. Students are also introduced to emergent theories of HRMD and to contemporary theology and Catholic social teaching. This unit will also help students to devise strategies and actions to ensure the effective implementation of their human resource management and development policies. Significant dimensions of human resource management and development, including human resource planning, professional learning, career development, performance management and industrial relations, will be explored.

LEARNING OUTCOMES
On successful completion of this unit, students will be able to:
1. Apply contemporary theories of HRMD in the workplace (P1, 4);
2. Consider HRMD from the perspective of contemporary theology and Catholic social teachings (I1, 2);
3. Review HRMD needs and requirements within the internal context of an organisation, such as the Catholic school or system, as well as the wider environment (I1, P1, 2, V1);
4. Develop a coherent and integrated human resource management and development framework (P1); and
5. Evaluate their own school’s human resource policies, strategies and practices and make recommendations for the future (I1).

On successful completion of this unit, students will have progressed in the development of the following ACU graduate attributes:

Intellectual
I1. critical and analytical abilities
I2. enthusiasm to search for further knowledge and understanding
I3. open-mindedness and receptiveness to new ideas
I4. expertise in chosen academic field.

Professional
P1. knowledge and skills to meet relevant professional requirements
P2. understanding of and commitment to professional ethical standards
P3. information literacy, communication and interpersonal skills.
Values

V1 commitment to values consistent with the University’s Mission
V2 a spirit of service to the community

Topics will include:
- Contemporary theories of HRMD
- Contemporary theology and Catholic social teaching relevant to HRMD
- Contextual influences on HRMD in schools and systems
- Developing a coherent and integrated conceptual framework and implementation strategy for HRMD
- HRMD cycle
- Human resource planning
- Recruitment and selection
- Orientation/Induction
- Performance management
- Professional learning
- Career development
- Grievance procedures/termination.

TEACHING STRATEGIES
A variety of methods will be used including lectures, guest lecturers for local content for interstate and overseas cohorts, videos, case studies, web site searches, and small group discussions to allow sharing of experience and development of strategies. Conventional distance education materials and electronic modes of delivery may also be used.

ASSESSMENT
There will be two assignments totalling 5,500 words. Typical assignment topics would be:

OVERVIEW OF ASSESSMENTS

<table>
<thead>
<tr>
<th>Brief Description of Assessment Tasks</th>
<th>Weighting (%)</th>
<th>Learning Outcome/s Assessed</th>
<th>Graduate Attributes/ Generic Skills (i.e. I3, V1 etc)</th>
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</thead>
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| Assignment one
Development of an integrated framework for HRMD that is appropriate to a specific school or system in the light of contextual influences, emergent theories of HRMD as well as contemporary theology and Catholic social teachings. | 50% | 1, 2, 3, 4 | I1, I2, P1, P2, V1, V2 |
| Assignment two
Development and justification in an appropriate policy for a specific dimension of HRMD for a school or system. Inclusion of a rationale and guidelines for implementation. | 50% | 2, 3, 4, 5, 6 | I1, I2, 14, P1, P2, V1, V4 |

In order to satisfy requirements for this unit, students are expected to submit all assessment tasks and to participate in classes and/or prescribed online activities.
**REPRESENTATIVE REFERENCES**


**Related Journals**
The Practising Administrator  
Journal of Educational Administration  
Educational Leadership  
Educational Leadership and Management  
Educational Administration Quarterly  
The International Journal of Human Resource Management  
Human Resource Development Quarterly  
Human Resource Development Review  
Human Resources Management  
Human Resource Management International Journal  
Human Resource Management Journal  
Human Resources  
Management Today (AIM)  
HR Monthly (AHRI)  

Students will be encouraged to access relevant journal articles via the ACU library electronic databases.