

## Module Descriptor Definitive Document

<b>Module Code</b>	HTMD03
<b>Version</b>	(completed by QASU)
<b>Module Title</b>	Human Resource Management
<b>Credits</b>	20
<b>Valid From</b>	(completed by QASU)
<b>Status</b>	Proposed
<b>Subject Board</b>	(completed by QASU)
<b>HECoS Code</b>	100085
<b>Academic Level (FHEQ)</b>	5
<b>Study Period</b>	1
<b>Prerequisites and co-requisites</b>	None
<b>Not available to students taking/having taken</b>	N/A

### Content (Indicative)

- Concepts of human resource management (HRM) e.g. planning and forecasting, recruitment process, contracts of employment, deployment and monitoring of employees, training and development, budget monitoring, relationships; role and purpose of HRM, soft HRM, hard HRM.
- Human resource planning the creation of the human resource plan, analysing demand and supply, internal and external factors influencing human resource planning, human resource planning in a changing environment.
- Employee relations: unionisation, egg structure, culture, collective bargaining, negotiation, consultation; employee participation, involvement and conflict management, empowerment; grievance procedures, disciplinary procedures.
- Employment Law: Advisory, Conciliation and Arbitration Service (ACAS).
- Recruitment and selection: factors affecting the labour market, organisational needs analysis, job analysis, job design, organisational needs, job descriptions, person specifications, methods of recruitment advertising.
- Training and development: link between induction programmes and training, the role and need for training.

### Teaching and Learning Experience

Lectures supported by resource-based learning and directed reading will be used to teach this module. A combination of the following methods will be used in delivery of this module offering a wide variety of assessment options to choose from depending on the cohort recruited on to the programme.

Lectures, Seminars, Case Studies, Independent Study, Research Projects, Blended Learning, Virtual Field Trips and Guest Speakers.

Students will be able to access on-line materials through the College virtual learning environment.

## **Module Learning Outcomes (MLOs)**

On successful completion of this module students will be able to:

1. Discuss the key elements in human resource management in the context of hospitality, international tourism and events management.
2. Evaluate the recruitment and selection processes in the context of hospitality, international tourism and events management
3. Assess the importance of induction programmes and their role in training and development of staff
4. Develop Human Resources Plan for an organisation of your choice in the context of hospitality, international tourism and events management specifically addressing supply and demand of workforce.

## **Assessment**

<b>Assessment Task</b>	<b>Weighting</b>	<b>Module Learning Outcomes Assessed</b>
Coursework	50%	1, 2
Portfolio	50%	3, 4

## **Indicative reading (APA 7th edition referenced)**

### **Core Texts:**

Dennis Nickson, *Human Resource Management for the Hospitality and Tourism Industries*, Routledge, 2012.

Tom Baum, *Human Resource Management for the Tourism, Hospitality and Leisure Industries: An International Perspective*, Cengage Learning, 2006.

### **Supplementary Texts:**

Dana V Tesone, *Handbook of Hospitality Human Resources Management (Handbooks of Hospitality Management)*, Routledge, 2008.

Michael J Boella and Steven Goss-Turner, *Human Resources Management in the Hospitality Industry*, Routledge, 2019.

Michael Riley, *Human Resource Management in the Hospitality and Tourism Industry*, Routledge, 1996.

Nigel Evans, *Strategic Management for Tourism, Hospitality and Events*, Routledge, 2024.