



THE UNIVERSITY OF THE WEST INDIES
OPEN CAMPUS
St. Kitts-Nevis

LAW FOR HUMAN RESOURCE PRACTITIONERS

Pre-requisites: None

COURSE DESCRIPTION/RATIONALE

Regulations and laws govern all aspects of human resource management, including recruitment, placement, development, discipline and discipline procedures, firing, compensation, and so on. Law for Human Resource Practitioners is part of the legal system that regulates how employees should be hired, evaluated promoted and fired. These laws and regulations allow the employer to administer fair and equal treatment to all of its employees to avoid damaging and costly lawsuits. Therefore, it is imperative that human resource practitioners employ the best practices that are available in the execution of their duties.

PURPOSE

This course is designed for managers and supervisors who wish to understand how to safely and legally manage their employees. Human resource officers are expected to demonstrate leadership skills and plan and implement changes that are consistent with local employment law. Thus, personnel in this capacity should be competent enough to offer sound advice to senior management on basic legal issues without having to resort to a legal practitioner for that purpose. This course therefore facilitates the acquisition of those skills.

LEARNING OUTCOMES

At the end of this course students will be able to:

- Handle employee privacy laws;
- Understand the contract of employment;
- Know what the law says about employee privacy, your organization's rights and theirs;
- Documentation that will prevent employment litigation;
- Legally document actions in accordance with civil procedural requirements;
- Control an employee who challenges management or threatens legal action;
- Avoid the employer being held liable for breaches of employment contract;
- Avoid being personally liable for unlawful work place practices;
- Legally coaching, disciplining, and terminating employees;
- Make use of alternative dispute resolution methods; and
- Comply fully with the complex law of employment regulations, "protected groups" and more.

COURSE CONTENT

This course includes the following topics:

1. Human Resources Management in Context
2. The Contract of Employment
3. Employers' Liability and the Law of Negligence
4. Discrimination at Work and Human Rights
5. Statutory Interpretation
6. Health and Safety at Work
7. Alternative Dispute Resolution (ADR)
8. Disciplinary and Grievance Procedures
9. Termination of the Employment Contract

HOW MUCH WILL THIS COURSE COST?

This 10-week course costs EC\$600.00.

The University reviews tuition fees annually and course fees may be subject to change.

Courses are only offered if there is a viable class size.