
GOALS IF SKILL ENHANCEMENT IN INDIAN SCENARIO

Dr.L.A.Razia Fathima

*Assistant Professor, PG & Research Department of Commerce CA)
Hindusthan College of Arts & Science, Coimbatore*

P.Jeevanandham

*M.Phil. Research Scholar, PG & Research Department of Commerce CA)
Hindusthan College of Arts & Science, Coimbatore*

Abstract

Skill enhancement programs are focusing on training, that combines the best practices from education, psychology, social work, career counseling, sports, and technology training. Through skill training a person can improve their overall performance in any identified area and in doing so he/she can improve the overall quality of life. Skill enhancement or training typically uses a combination of cognitive and behavior problem-solving approaches, both of which are used to strengthen a person's positive skill development.

Keywords: Skill Enhancement, Goals, Training, Indian scenario etc.

Introduction

Skill enhancement typically uses a combination of cognitive and behavior problem-solving approaches, both of which are used to strengthen a person's positive skill development. The major areas of focus in skill enhancement would be Social skill and competence, Non-verbal communication, General academic skill competence, Organizational skill enhancement training and skill enhancement in handling stress etc.

Skill Enhancement

A skill Enhancement Plan is essential for consciously improving your skills and is most effective when it is connected to your goals. Therefore, you should first set your goals then determine which skills need to be addressed in order to reach those goals. By linking skill enhancement to long-term goals, you will help ensure the motivation and desire is there to build that skill.



Interpersonal Skills

Interpersonal Skills focuses on relationships and interactions with each other. It is the art of communication pattern among individuals.

Personal Effectiveness

Personal Effectiveness centers on skills that can be applied independently on other people. It includes skills such as goal setting, problem solving, time management, and stress management.

Social Skills and Competence

A person's ability to develop and maintain appropriate social skills and social relationships with family, friends, peers, lovers, colleagues, authority figures, etc., is critical in being able to live a happy, productive and successful life. Social skills are defined as specific strategies used by an individual to perform tasks effectively and thus be successful and socially competent.

Non-Verbal Communication

Non-verbal communication can occur through sight, sound, smell, touch or taste. Non-verbal communication can be conscious and purposeful or unconscious. Also, non-verbal communication comes in many forms at the same time. A person's dress, tone of voice, attitude, and movement all contribute to the communication going on in situation.

Types of Skill Enhancement

Multi - Tasking

A manager must be able to oversee all the employees, keeping their abilities and weaknesses in mind while prioritizing multiple projects. This approach is called the blimp, looking at the action on the field rather than being in the game. The best managers multi-task and balance those priorities without losing productivity.

Decision - Making

The ability to evaluate and decide is crucial to being a successful manager in a small business. Small businesses are unique in that information often must be acted upon quickly; but making the right decision without making mistakes means evaluating information to weed through what is important and what is not important.

Leadership

The best managers know the true potential of the employees and the ways and means to extract the same. It means treating others with respect instead of exploiting them. These are all leadership traits that inspire employees to give their best work at the right time, when it is needed.

Motivation

This is same as leadership. To be effective as a manager, it is important to acquire the skill of motivating the employees. Either the employee is motivated to do the job or not. A successful manager is able to nurture that along with using clear performance expectations. Setting goals will keep the employee focused on the long-term success of your company.

Business Development Skills

A manager must be able to look for areas in which the company or procedures within the company can be improved. Millennial employees are very good at seeing these things when they first start, so be open to them. Streamlining procedures and cutting costs are two ways a manager demonstrates this skill.

Effective Communication

Without communication skills, managers are ineffective. Only a small percentage of communication is the spoken word. Body language, facial expressions, and tone of voice all combine with words to convey a message. The best managers have developed the ability to not only communicate the points they are trying to make, but also to truly listen to those around them. That means smart phone off, eyes looking at the person and striving to hear, rather than speak.

Goals of Skill Enhancement

1. Soft-skill Development

Soft skill development targets the improvement of an individual's competencies and behaviors. These encompass the communication, negotiation, conflict resolution; personal effectiveness, creative problem solving, strategic thinking and team building skills that govern the interpersonal actions in the company. E learning offers a variety of opportunities for soft skills development. In spite of all the sophisticated facilities, it is the duty of every individual to develop their own soft skills to survive in the current competitive world.

2. Functional Skill Development

Functional skill development targets an employee's improvement of hard skills such as data analysis, equipment operation, or medical field certifications. It is equally important to develop tactical skills in the organization to perform the job in a better possible manner. Training for hard skills often takes place when an employee is onboarding for a new position or directly preceding a task that requires new skills. However, providing continuous development opportunities for hard skills will improve overall bench strength and allow organizations to immediately adapt to evolving business challenges. Because functional skills are quantifiable, companies can test their employees' competencies in these areas during hiring, recruiting and at regular intervals thereafter. As part of the performance review process, companies can compare an employee's knowledge of certain tasks on the job and their comprehension based on testing as recorded in an organization's learning solution.

3. Compliance Development

Compliance training includes industry mandates to workplace safety to sexual harassment. While compliance skills may be rooted in soft or functional skills, compliance requirements tend to be company or industry specific. Several industries find themselves facing particularly stringent regulations that require sufficient training and management to prevent breaches of acceptable standards.

The Ideal Scenario for Developing Skills

The strategic approach for developing or enhancing the skill requires talent that gives priority for development plans of both the employees as well as the institution. Key organizational objectives are

- Individual performance goals should be linked to the goals of the organization.
- Competencies of the employees in the areas of data analysis, problem-solving, cognitive thinking should be added to the job profile.
- Feedback from peers and managers highlight competency gaps and additional focus for individual development
- Skill gaps identified from job profiles and talent profiles indicates potential deficiencies of the employees.
- E-learning includes personalized learning paths to provide the most needed development on demand.

Conclusion

Skill development programmes of the Central Government over the years have been spread across more than 20 ministries/departments without any robust coordination and monitoring mechanism to ensure convergence. The scenario is no different in most of the states except for a few states that have moved towards functional convergence by creating State Missions. This legacy has resulted in multiplicity of norms, procedures, curricula, certification and the like. Further, many of these skill development initiatives often remain unaligned to demand, thus defeating the entire objective. The availability of good quality trainers is a major area of concern. There is a lack of focus on development of trainer training programs, and career progression pathways for trainers have also not been defined. As trainers are critical to enhancing the quality of training imparted, it is highly essential that this aspect be addressed on a priority basis. If all these factors are considered with due importance, skill enhancement as a goal for achievement can be attained in Indian scenario.

References

1. www.psychologistanywhereanytime.com/.../psychologist_skill_enhancement.htm.
2. www.hopkinsmedicine.org/human_resources/education_programs/employees/skills_enhancement_professional_development.html.
3. Reading: Skill Enhancement Hardcover – Import, 1 Jun 1900 by Rosemarie J. Park (Author), Neild B. Oldham (Author)
4. Strategic Thinking Skills Course No. 5913 Professor Stanley K. Ridgley, Ph.D. Drexel University
5. Tajik Mitra. Job satisfaction and turnover among Staff, Management article database. 2012. <http://www.system.parsiblog.com> .
6. Bazaz Jazayeri SA, Pardakhtchi MH. Measuring the work-life quality model of employees in an organizations. Journal of Management Sciences of Iran, second year. 1386; 5:123–151.
7. Becker BE, Huselid MA, Ulrich D. Scorecard: linking people, strategy and performance; 2001. The HR, Boston, Massachusetts: Harvard Business School Press.