



Certification Programme Human Development Professional

**Cohort 6 starts Saturday 2nd Sept 2023
3pm to 5:30pm, Singapore time**



What is AHDO Professional Certification?

AHDO is the organisation to promote and support human development professionals in the workplace. As an ASEAN organisation, we created the world's first certification programme for professionals. What's in it for you?

1. Be recognised as a Human Development Professional with official certification
2. Position yourself in the growing field of human development in work and organisations
3. Enlarge your scope of work across ASEAN
4. Build an ASEAN leadership and expert network
5. Get advice and support for your career development
6. Know what's going on in the field of human development in ASEAN
7. Prepare for leadership roles across institutional sectors

Schedule for Cohort 5: Sept – Dec 2023

The programme is a 5-month process that concludes with an individual certification interview and a team action learning project presentation.

Process graphic: the 2 arrows represent the assignments of writing a personal career strategy (Personal Enterprise Plan) and doing a team Action Learning Project. The yellow sections represent formal learning modules while the blue sections represent immersion sessions. The yellow square at the end represents the individual interview for certification.

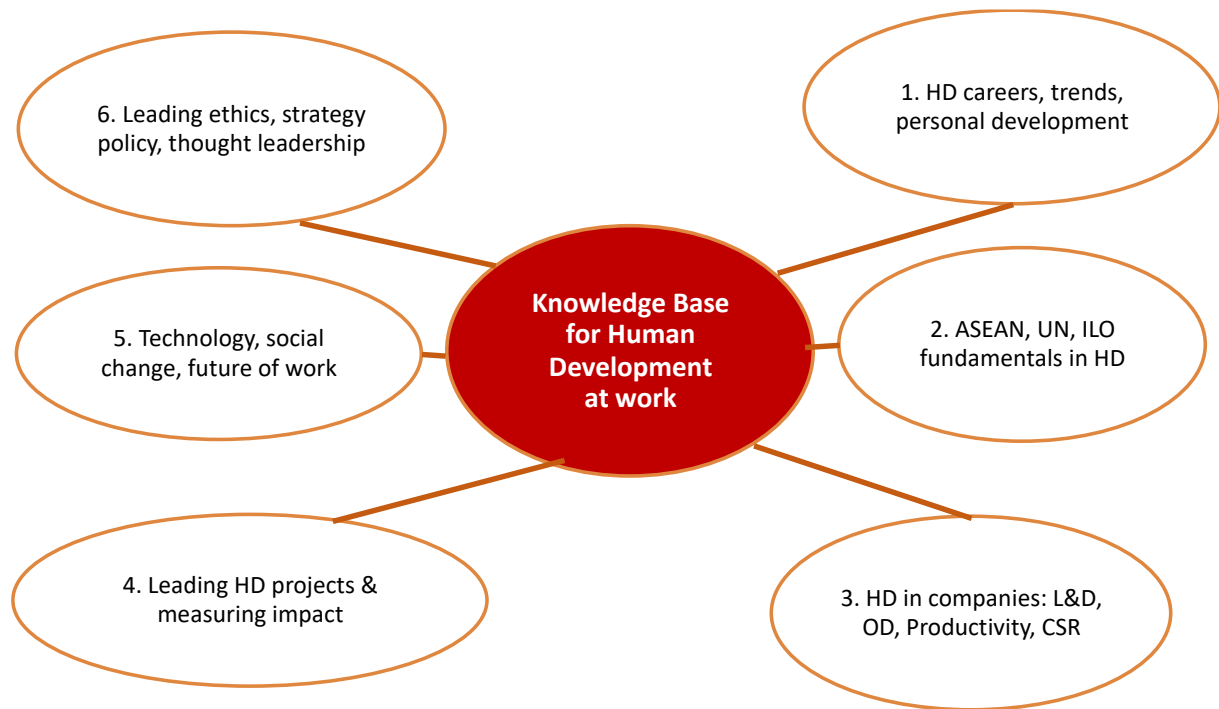


Programme content includes:

- Cohorts of 10-20 participants
- 9 online webinars
- E-books written specifically for AHDO certification
- Individual Personal Enterprise Plan
- Team Action Learning Project
- ASEAN Immersion (presentations by participants)
- Individual and Team Certification interviews

Knowledge content for HD Professionals

The workshops and webinars sessions will cover the essential knowledge needed to be a human development professional for the world of work in different kinds of organisations and institutions



AHDO Facilitators and Mentors



AHDO is a community of human development professionals working in different institutions internationally. A team of senior certified members devote time as Facilitators to work with each cohort of participants for learning sessions, as Mentors for action learning and career planning, and as Assessors for certification.

Certification

Certification encompasses all the components of the programme: knowledge, capability, action learning and career development. The purpose of certification is not to get a document to hang on the wall or a badge to add to one's list of credentials – it is your identification as human development professional including assessment of your capability and feedback on your career strategy.



AHDO certification takes place in interview format with assessment and recommendations by a panel made up of the following:

1. Certification Course Leaders
2. Your AHDO Facilitators
3. Your career development Mentor
4. Your action learning Mentor

Certification is assessed according to quality criteria from your active participation, learning experience, career strategy and action learning project.

Time Commitment and Certification Requirements

AHDO certification programmes are designed to fit the schedule of working professionals. Webinars are organised on Saturday afternoons.

The estimated time commitment is ½ day per week during the 9 modules, plus time invested with your action learning team and writing your Personal Enterprise Plan.



To be certified, participants must meet the following requirements:

1. Attend at least 7 of the 9 sessions (maximum 2 absences before dropout)
2. Participate actively in online discussions during the modules (with screen on)
3. For the PEP assignment, write a Personal Enterprise Plan with at least 2 coaching sessions with a course Facilitator of choice
4. For the team Action Learning Assignment, define a specific role for contribution to the project and demonstrate active collaboration.

Certification is validated by a panel of at least 2 qualified Assessors. There are 2 certification interviews: a team assessment for the Action Learning Project of 2 hours and an individual interview of 90 minutes.



In cases where participants cannot attend 7 of the 9 sessions for a valid reason such as illness, intensive travel or career change, it is possible to complete the certification requirements in the next cohort.

Schedule of Sessions and Module Content

Schedule for Cohort 6	Dates All sessions are Saturday 15:00- 17:30 Singapore time
Module 1: Kickoff & Human Development Foundations <ul style="list-style-type: none"> • Opening by Certification Director • Facilitator and Participant introductions • Definitions of human development • 6 knowledge/capability areas • UN and ASEAN key documents 	2 September 2023
Module 2: Human Development Careers and Personal Enterprise Plan <ul style="list-style-type: none"> • HD Careers: drivers, sectors, new jobs • Meet the mentors • Personal Enterprise Plan • Your first mentoring session • Where do we go from here? 	16 September 2023
Module 3: Action Learning Project (ALP) <ul style="list-style-type: none"> • What is action learning? • Choosing a project and forming ALP teams • Action plan and finding a sponsor / mentor • KPIs and KDIs, impact analysis • ALP certification criteria 	30 September 2023
Module 4: ASEAN Immersion (participants present) <ul style="list-style-type: none"> • AHDO priorities for the country (participants outside ASEAN may also present) Culture and institutional context • Human development needs, strengths, opportunities • Networking • Presentation may alternatively be a deep dive immersion into a certain aspect of Human Development 	14 October 2023

Module 5: Human Development Ethics at Work	28 October 2023
<ul style="list-style-type: none"> • ASEAN ethical systems • Human rights and decent work • Institutional and social stakeholders • Case study: ASEAN advocacy • Case study discussion 	
Module 6: Technology and Humans at Work	4 November 2023
<ul style="list-style-type: none"> • Technology, productivity and development • Genetic engineering and humans at work • Challenges of AI, social media and surveillance • Case study: technology case in the workplace • Case study discussion 	
Module 7: Human Development measurement and impact	18 November 2023
<ul style="list-style-type: none"> • ESG and KDIs for Human Development measurement • Decent Work and Social impact assessment methodology • AHDO human development accreditation for organisations • Case study: Assessing a Human Development Organisation • Case study discussion 	
Module 8: Future of Work	2 December 2022
<ul style="list-style-type: none"> • Work in ASEAN 2050 • Social trends and changes at work affecting individuals and organisations • HD responsibility for the planet: ASEAN potential and threats 	
Module 9: Pre-Certification Check-up Workshop	9 December 2023
<ul style="list-style-type: none"> • ALP project update and dry run • PEP sharing by participants • Review of certification requirements and assessment criteria 	
PEP and ALP certifications	CERTIFICATIONS BEGIN 13 Jan 2024
<p>Team ALP presentations (2 hours) and individual PEP and programme certifications (1 ½ hours) are scheduled require 2 Assessors and are scheduled by Participants with the Facilitator team</p>	