

HUMAN RESOURCES MANAGEMENT IN PUBLIC ADMINISTRATION

Degree in Public Management

Code: 11705

Main Scientific Area: Public administration and finance

Lecturer: Diogo Augusto Freitas Moreira

Language of Instruction: Portuguese

Regime: S1

Contact Hours: 45h Total Workload: 95h

ECTS: 5,0

Objectives

The Public Administration Human Resources Management curricular unit aims to provide students with a set of fundamental theoretical and practical knowledge they need to understand the importance of human resources management in an organization, particularly in the current context of rapid changes and increased complexity that affects management, in general, and the management of public services, in particular.

At the end of this curricular unit, students should be able to: identify the main concepts related to human resources management; comprehend how the human resources management function has evolved; identify the importance of strategic HR management; master the main human resources management concepts, such as, the definition of professional profiles, the recruitment and selection, performance evaluation, training and career management; recognise the specificities that influences human resources management in public organizations in Portugal and identify the challenges that arise in people management.

Learning Outcomes

After attending the curricular unit, students who successfully complete it should be able to:

Demonstrate the importance of human capital for the success of organizations;

Understand how human resources management fits into an organization and what specificities this function presents in the context of public administration;

Identify the fundamental concepts related to human resources management and develop critical thinking skills regarding the best approaches for managing people.

Master the most relevant aspects associated with strategic human resources management;

Identify the main operational practices for human resources management and understand the challenges associated with their application in the context of public management;

Understand the central aspects related to people, talent and leadership management;

identify the challenges expected for workers and for human resources management in the near future;

Understand the importance of career management.

Course Contents

Introduction to HR Management;

The functional areas of an organization;

The function of human resources management;

The relevance of people in organizations;

Main concepts, activities and benefits associated with HR management;

The evolution of the HR function

The Harvard and Michigan models;

The specificities of human resources management in the public sector;

Difference between Personnel Services and Human Resource Management Services

Outsourcing

Contingency model;

Organizational culture and HR management

Strategic Human Resources Management

Strategic management

Strategic and operational HR planning in the context of public management

Organization of work

Professional categories in public administration

Description, Analysis and Qualification of Functions

Recruitment, selection, and integration:

Recruitment;

Selection;

Integration;

Training, evaluation, appreciation and satisfaction of workers

Skills management

Training

Well-being

Performance evaluation

Remuneration management

Rewards systems

Exercise of public functions:

Rights and duties

The work regime;

Remuneration, supplements and bonuses;

Mobility;

Social protection and social benefits.

People, talent and leadership management

Purpose

Talent management.

Emotional intelligence;

Leadership;

Change;

End of functions.

Career development

Career concept

Approaches to career management

The future of work and the people management function

Trends in human capital management;

The 4th industrial revolution and the impact of Artificial Intelligence on work;

Agile management in the context of public management.

Recommended Bibliography

Conteúdos disponibilizados pelo professor

Learning and Teaching Methods

In chapter1, students will be introduced to the topic of human resources management in order to understand the importance of human resources in the current context of organizations and in the face of the challenges associated with the modern management of public services, as well as, understand how human resources management fits into an organization, what specificities this function presents in the context of public administration.

In chapter2, students are encouraged to develop critical thinking skills on aspects associated with the operational and strategic management of human resources, in order to obtain a conceptual perspective on the articulation of long-term, medium-term human resource management and short term, as well as the articulation between the organizations' strategy and the processes associated with people management.

In the chapters from 3 to 8, students come into contact with the fundamental concepts associated with the technical management processes of human resources, as well as, they are introduced to instruments and approaches normally used in the operational management of human resources. These include recruitment, selection, reception and integration, training, performance evaluation, administrative management, among others.

In chapter 9, some of the challenges facing work and people management are identified in order to help students reflect on what will be expected from future professionals, how people management and the management of human resources management department.

Assessment Methods

The assessment based in the ESG-IPCA Registration, Assessment and Year Passing Regulation (RIAPA)

Students will be evaluated based on the following components:

Group work – 40%

Individual written test – 60%

The minimum passing grade is 9.5 points