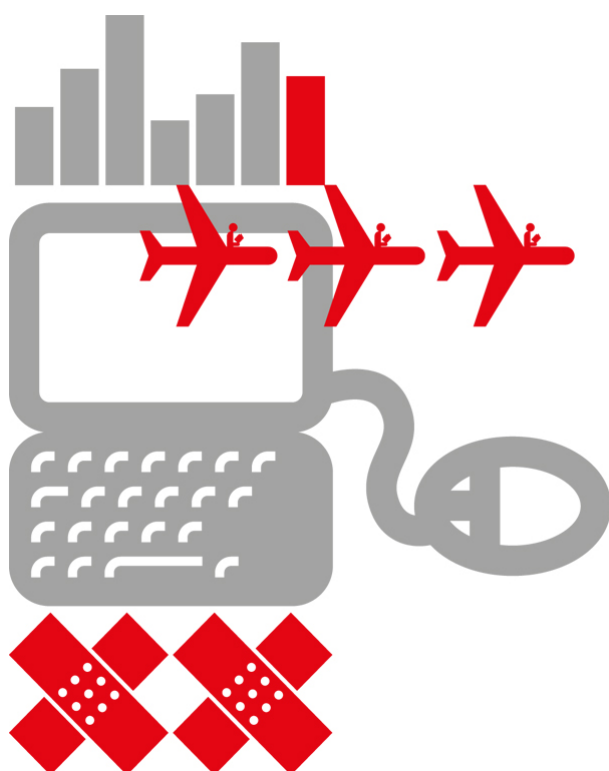


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# Strategic Framework for Human Resources Development of the College of Polytechnics Jihlava

Jihlava, April 2018



**Article 1**  
**Introductory provisions**

The College of Polytechnics is fully aware of the fact that employees are one of the most significant sources of its development and it is therefore in its best interest to nurture their engagement and develop their competences, knowledge and skills. Only under such conditions will the employees be able to perform assigned tasks in a qualified way and the highest possible quality and enable the College to fulfil its vision and mission. The College of Polytechnics Jihlava believes that there is a causal link between developing individual abilities of employees and the mission of the College.

**Article 2**  
**Scope**

This document applies to all employees of the College of Polytechnics Jihlava regardless the type of their labour-law relationship or the position held. Only coordinated development of capabilities, knowledge, skills and transferable competences of managers, academics and other employees will enable achieving a high degree of efficiency and functionality of the entire organisation.

**Article 3**  
**Strategic framework for human resources development**

1. The strategic framework for human resources development at the College of Polytechnics Jihlava is based on the Strategic Plan of Educational and Creative Activities of the College of Polytechnics Jihlava and it takes into account the key qualitative principles of the College as characterized in the internal regulation of the College “Rules of the system of quality assurance of educational, creative and related activities and internal evaluation of quality of educational, creative and related activities”.
2. The strategic framework for human resources development at the College of Polytechnics Jihlava fulfils the following objectives:
  - a. **Respecting the key principles and values of the College of Polytechnics Jihlava**  
All employees of the College are familiar with its shared values and they know how they can contribute their share to their fulfilment. This is done through a multi-level performance and quality management system that comprehensively splits the cumulative indicators of the College to the level of basic organizational units.
  - b. **Development of managerial competences of managers**  
Managers at all levels of management must have sufficient theoretical knowledge, practical skills, and experience including efficient tools to perform their managerial work. They receive continuous training in all these areas.
  - c. **Versatile care of employees including hiring and mentoring high quality applicants and systematic career development of current employees**  
Labour-law relationships will only be concluded with qualified and sufficiently motivated applicants who will explicitly prove both their personal and professional qualities as well as interest in the development of the College of Polytechnics. These will first be thoroughly trained and familiarized with their role in all relevant internal processes. They will then be mentored and coached professionally until their proper incorporation. As part of the career development of its employees, the College of Polytechnics Jihlava also monitors their satisfaction with the work performed regularly and actively creates opportunities for potential horizontal or vertical shifts in the organisational structure.

d. **Increasing the rate of availability and efficiency of services for employees**

To continuously improve the organisation's functionality, it is essential that employees are in time and well informed about the current supply of available services and, if need be, (are) able to meet their current needs and requirements efficiently.

e. **Care and development of mental and physical potential of employees**

It consists mainly in monitoring the workload and working environment of employees, creating safe and pleasant workplaces as well as providing employees with health and relaxation benefits.

f. **Periodic revision of remuneration rules and motivational programmes**

Due to the time variability of performance and quality indicators, it is necessary to update also the related system of incentives and rewards regularly.

g. **Promoting equality and diversity in all areas of activities of the College of Polytechnics Jihlava**

Equality means that individuals or groups are not favoured in any way based on their race, gender, religion, or age. By respecting diversity, the College of Polytechnics recognizes and promotes specific characteristics of individuals or groups that enable them to fully develop their own potential for the benefit of the College.

Jihlava, 10<sup>th</sup> April 2018

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