



## HUMAN RESOURCES TRAINING

# Compensation and Benefits: Unlocking Total Rewards

5 day course

Classroom, online or in-house

## Course overview

Reward decides who joins, who stays and what people believe the organisation values, and it is usually the largest single cost on the income statement. This course covers the full reward picture: job evaluation and grading, pay structures and ranges, benchmarking against a market, variable pay and incentive design, benefits and their real cost, and the total reward statement that makes the whole package visible to employees. Delegates work with real pay data throughout, building a grading structure and modelling the cost of a pay review. The programme also addresses pay equity and the growing disclosure expectations around it, and the practical problem of communicating reward to people who only see the number at the bottom of the payslip.

## What you will learn

- Evaluate and grade jobs using a defensible methodology
- Design pay structures, ranges and progression rules that hold together
- Benchmark pay against a relevant market and interpret survey data critically
- Design variable pay and incentives that drive the behaviour actually intended
- Cost benefits accurately and assess what employees genuinely value
- Analyse pay equity and prepare for disclosure expectations
- Model the cost of a pay review and present the options to an executive
- Communicate total reward so employees understand what they receive

## Who should attend

- Reward, compensation and benefits specialists
- Human resources business partners and human resources managers
- Payroll and human resources operations professionals
- Finance staff working on employment cost
- Practitioners taking on reward for the first time

## Course outline

- 01 What reward is for, and the cost it represents on the income statement
- 02 Job evaluation and grading: methods, defensibility and common failures
- 03 Pay structures, ranges, midpoints and progression
- 04 Benchmarking: choosing a comparator market and reading survey data critically
- 05 Variable pay and incentive design, and the behaviour incentives actually produce
- 06 Benefits: real cost, perceived value and the gap between the two
- 07 Pay equity analysis and the direction of disclosure requirements
- 08 Modelling a pay review and presenting options to an executive
- 09 Total reward statements and communicating the full package

## Upcoming dates



| Dates                          | Venue                  | Format    | Fee per delegate |
|--------------------------------|------------------------|-----------|------------------|
| 3 to 7 September 2026          | Kigali, Rwanda         | Classroom | R11,995          |
| 21 to 25 September 2026        | Gaborone, Botswana     | Classroom | R11,995          |
| 27 September to 1 October 2026 | Pretoria, South Africa | Classroom | R11,995          |
| 25 to 29 October 2026          | Durban, South Africa   | Classroom | R11,995          |

### Fees and how to register

Online **from R6,500** per delegate, classroom **from R11,995** per delegate, in-house training is quotation on request. Book 2 or more delegates on this course and save 10%.

To register or request an in-house proposal, visit [www.afrisciencegroup.com](http://www.afrisciencegroup.com), email [info@afriScience.co.za](mailto:info@afriScience.co.za), or WhatsApp us on **+27 63 479 1136**.

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