



THE TIMES 100

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Forestry Commission: Developing people through training

Answer sheet

Questions

1. What is a public sector organisation?
A public sector organisation is an organisation that is owned and managed by the government.
2. Why do public sector organisations exist?
It exists to create products and services to the public which might not always be profitable to private companies, create employment and revenue for the economy.
3. What are the benefits to the economy and population of the UK in having the Forestry Commission?
The Forestry Commission provide space and upkeep of forests for various leisure activities. It protects woodland from development, pests and diseases, creates tourism, employment and wealth creation for the economy through the multiplier effect.
4. What is the multiplier effect?
When wealth is created from associated products and services e.g. in The Forestry Commission for every £1000 raised from forestry and Timber, £3000 is generated through tourism, paper and food.
5. What is the difference between a job description and a job specification?
A job description is what the role entails i.e. duties, hours worked, whereas the job specification is what the job requires from the candidate i.e. qualifications, experience, sense of humour
6. List 4 sources that a person looking for employment may use to find a vacancy.
Local newspaper; job centre; company website; recruitment agency.
7. Using examples explain what a fringe benefit is?
A fringe benefit is a perk+of the job. The employee will not receive money but will receive various extras with their job e.g. staff discounts, company car, free health insurance.
8. What are the benefits to a business in using off-the-job training and on-the-job training?
When using off-the-job training the employees are benefiting from the latest information and techniques and a different environment to learn from. Employees may feel motivated and valued as they have been sent on these courses in terms of different surroundings and that they can be expensive to attend.



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On-the-job training is usually more relevant to the business, cheaper to run and the management can observe and track their employees progress.

9. Why is labour retention good for a business?
It is good for the business as Human Capital is not lost, continuity is kept because employees have been at the organisation for a long time so the organisation does not have to pay out extra money to recruit and train new staff.
10. What is Human Capital?
The skills that the employees pick up / learn over time which equates into experience that can be used in an organisation.
11. Why is it important for employees to have a Personal Development Plan?
It allows both the employee and employer to maintain focus on their skills, strengths, weaknesses and aspirations so that motivation is maintained and labour turnover is kept to a minimum.
12. What is an appraisal?
Appraisal is the formal and informal process through which an employee is able to discuss their training and development needs with their line manager / employer so that targets and plans can be made for the future.
13. What are the differences between job enrichment and job enlargement? How does this benefit a business?
Job enrichment is where an employer is empowered to do different types of job / tasks within an organisation whereas job enlargement is where the employee does more of the same job. This benefits the business by requiring less staff, therefore redundancies can be made and wage bills overall can be reduced.