



Graduate Development Programme Course: Early Careers, Rotations and Internships



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Introduction:

Graduate development programme design for early careers, rotations and internships is a 5-day course for HR, talent acquisition, learning and line management roles that run graduate, trainee and intern schemes, ending with a Graduate Programme Design Blueprint and KPI scorecard for a case employer. Many organisations hire graduates each year yet lose them within two years, because placements are improvised, mentors are unbriefed and nobody decides who converts to a permanent role. Nominees already coordinate or supervise early talent and learn through case studies on intake, rotation and conversion data. CoreConcept Training Center delivers this graduate development programme course.

Course Objectives:

- Build a business case and objectives charter for a graduate or trainee scheme linked to critical role demand
- Forecast early talent intake numbers and choose between graduate, trainee, internship and cooperative training routes
- Design rotation maps, a blended learning curriculum and competency milestones for the first two years
- Run assessment centres, induction and placement reviews with defined mentor, buddy and line manager duties
- Decide intern and graduate conversion to permanent roles using milestone evidence and retention risk signals
- Govern the scheme through a steering group, budget and KPI scorecard covering cost per graduate and time to productivity

Target Audience:

- HR and early talent staff responsible for graduate, trainee and internship scheme operations
 - Talent acquisition staff responsible for campus intake and assessment of entry-level candidates
 - Learning and development staff responsible for graduate curricula and placement learning plans
 - Line managers and host unit supervisors responsible for graduates and interns on rotation
 - HR business partners responsible for linking early talent intake to workforce demand
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Course Outline:

Day 1: Early Talent Strategy, Business Case and Workforce Demand

- Graduate Scheme Business Case Built on Pipeline Payback Logic
- Early Talent Workforce Plan Forecasting Entry-Level Intake Numbers
- Programme Objectives Charter Linking Intake to Critical Roles
- Graduate, Trainee and Intern Route Comparison Matrix
- Current Scheme Health Check Using Intake and Attrition Data

Day 2: Programme Architecture, Rotations and Competency Milestones

- Rotation Map Design With Placement Length and Host Units
- Graduate Competency Framework With Six-Month Milestone Indicators
- Blended Learning Curriculum Mixing Placements, Workshops and Projects
- Mentor, Buddy and Line Manager Role Charters
- Cooperative Training and Internship Placement Agreement Templates

Day 3: Intake, Assessment Centres and Placement Supervision

- Campus and Digital Attraction Plan for Target Disciplines
- Graduate Assessment Centre Exercise Design and Wash-Up Scoring
- Induction Week Agenda and First Rotation Briefing Pack
- Placement Objective Setting and Rotation Review Conversations
- Intern Supervision Log and Weekly Feedback Routine

Day 4: Conversion, Retention, Governance and Scheme Risks

- Intern-to-Hire Conversion Criteria and Permanent Role Matching
- End-of-Scheme Performance Review and Placement Decision Panel
- Graduate Retention Risk Signals and Stay Interview Guide
- Steering Group Governance and Host Unit Accountability Rules
- Cost per Graduate, Time to Productivity and ROI Metrics

Day 5: Case Study Capstone and the Graduate Programme Design Blueprint

- Case Employer Briefing and Early Talent Demand Analysis
 - Rotation and Curriculum Blueprint Build for the Case Employer
 - Conversion and Retention Targets Set Against Case Data
 - Scheme Budget and KPI Scorecard for Sponsor Review
 - Graduate Programme Design Blueprint Completion and Panel Defence
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Skills You Will Gain:

- Early Talent Workforce Planning
- Rotation Design
- Competency Milestone Setting
- Assessment Centre Management
- Mentor and Buddy Coordination
- Intern Conversion Decisions
- Graduate Retention Analysis
- Early Careers Metrics Reporting

Why Attend This Course:

- Present a Graduate Programme Design Blueprint with a KPI scorecard to the HR director and the scheme steering group
- Decide which interns and graduates convert to permanent roles on milestone evidence rather than impressions
- Avoid second-year graduate attrition, idle placements and intake numbers that exceed real role demand
- Share rotation maps, mentor charters and supervision logs with host unit managers and buddies

Conclusion:

Back at work, the participant hands the Graduate Programme Design Blueprint to the HR director, the steering group and host unit managers. They use it to approve intake numbers, rotation placements, mentor and buddy assignments and the conversion rules for the next cohort of graduates and interns. After the first cohort completes its initial rotation, the team should compare milestone attainment, intern conversion, early attrition and cost per graduate against the blueprint targets, then adjust placement length, curriculum content or intake volume where the data differ.

Frequently Asked Questions FAQ:

What should participants know before the graduate development programme course?

Participants should already coordinate, supervise or sponsor graduates, trainees or interns, or be preparing to launch such a scheme. Bringing anonymised intake numbers, rotation plans or attrition figures from their own organisation helps them apply the case work and the final blueprint.

How does a graduate development programme course differ from a general recruitment or career development course?

It covers the whole early careers scheme, from business case and intake planning to rotations, milestones, conversion and retention. Recruitment courses stop at the offer, and career development courses address established employees rather than first-year graduates and interns.

How long should rotations last in a graduate development programme?

Rotation length should be set by how long a graduate needs to finish meaningful work in a host unit and reach the milestone attached to it. Shorter rotations suit broad business exposure, while longer ones suit technical roles where competence builds slowly.

What do participants take back from the graduate development programme course?

Participants take back a Graduate Programme Design Blueprint with rotation map, curriculum, milestone framework, conversion rules, budget and KPI scorecard, together with mentor charters, supervision logs and assessment centre templates for use with the next cohort.
