Corporate Travel and Global Mobility Strategy Training Course

30 Nov - 04 Dec 2026

Tokyo

5800 € (Per Person)

Ref: #TOU4540_148424

Course Introduction / Overview:

This comprehensive course provides a strategic framework for managing corporate travel and global mobility, two functions that are increasingly intertwined and critical for organizational success. In today's globalized economy, the ability to move talent efficiently and safely is a key competitive advantage. This program moves beyond transactional travel booking and basic relocation to explore the strategic integration of these functions with talent management, risk mitigation, and financial objectives. Drawing on principles from strategic international human resource management, as discussed by leading academics like Scott A. Snell in works such as "Managing Human Resources," this course emphasizes a holistic approach. Participants will learn to design and implement robust travel policies, navigate complex compliance landscapes, and manage the entire expatriate lifecycle. BIG BEN Training Center has developed this curriculum to equip professionals with the skills to build cost-effective, compliant, and employee-centric mobility programs that support business growth and enhance the traveler experience. This is an essential training for anyone looking to master the complexities of managing a modern, mobile workforce.

Target Audience / This training course is suitable for:

- Global Mobility Specialists and Managers.
- Corporate Travel Managers and Coordinators.
- Human Resources Directors and Business Partners.
- Compensation and Benefits Managers.
- Procurement and Sourcing Professionals involved in travel services.
- Finance and Expense Management Leaders.
- Risk, Compliance, and Legal Officers.
- Talent Management and Development Professionals.

Target Sectors and Industries:

- Technology and Information Technology.
- Financial Services and Banking.
- Management and Business Consulting.
- Pharmaceuticals and Healthcare.
- Engineering and Construction.
- Energy, Oil, and Gas sectors.
- Manufacturing and Consumer Goods.
- Governmental bodies and non-governmental organizations (NGOs).

Target Organizations Departments:

- Human Resources.
- Finance and Accounting.
- Procurement and Supply Chain.
- Legal and Compliance.
- Operations Management.
- Risk Management and Corporate Security.
- Administration and Corporate Services.

Course Offerings:

By the end of this course, the participants will have able to:

- Develop and implement a comprehensive corporate travel policy aligned with business goals.
- Integrate global mobility strategies with the organization's talent management framework.
- Master duty of care principles to ensure traveler safety and security.
- Navigate the complexities of visa, immigration, and tax compliance for mobile employees.
- Evaluate and select appropriate travel management companies (TMCs) and technology vendors.
- Design and manage the full expatriate assignment lifecycle from selection to repatriation.
- Implement effective cost-containment strategies without compromising service quality.
- Analyze travel and mobility data to drive strategic decision-making and program optimization.
- Address the well-being and cultural adjustment needs of international assignees.
- Prepare their organizations for future trends in business travel and workforce mobility.

Course Methodology:

The training methodology at BIG BEN Training Center is designed to be highly interactive, practical, and engaging, ensuring that participants can immediately apply their learning in the workplace. We employ a blended learning approach that combines expert-led presentations with dynamic group discussions, allowing for the exchange of ideas and experiences among peers. A cornerstone of the course is the use of real-world case studies, which challenge participants to analyze complex travel and mobility scenarios and develop strategic solutions. Interactive workshops and team-based exercises will be used to practice skills such as policy development, vendor negotiation, and risk assessment. Participants will receive continuous feedback from the instructor and peers throughout the program. The learning environment is collaborative and supportive, encouraging open dialogue and problem-solving. Our goal is to move beyond theory and provide actionable insights and tools that drive tangible improvements in corporate travel and global mobility programs.

Course Agenda (Course Units):

Unit One: Foundations of Integrated Travel and Mobility Management

- The strategic importance of corporate travel and global mobility.
- Understanding the key differences and synergies between travel and mobility.
- Aligning mobility programs with overall business and talent strategy.
- Key stakeholders and their roles in the mobility ecosystem.
- Global mobility trends and their impact on the modern workforce.
- The financial impact of travel and mobility on the organization.
- Establishing a business case for an integrated program.

Unit Two: Policy, Compliance, and Duty of Care

- Developing a robust and enforceable corporate travel policy.
- Core components of a global mobility policy framework.
- Understanding legal and ethical duty of care responsibilities.
- Implementing a comprehensive travel risk management program.
- Navigating visa, immigration, and work permit complexities.
- Introduction to tax and social security implications for assignees.
- Ensuring data privacy and security for mobile employees.

Unit Three: Managing Travel Operations and Technology

- The role of a Travel Management Company (TMC) and vendor selection.
- Negotiating with suppliers such as airlines, hotels, and ground transportation.
- Implementing and managing corporate booking tools (OBTs).
- Streamlining travel and expense (T&E) management processes.
- Leveraging technology for traveler tracking and communication.
- The role of payment solutions in corporate travel.
- Analyzing travel data and key performance indicators (KPIs).

Unit Four: The Expatriate Lifecycle and Employee Experience

- Pre-assignment planning, candidate assessment, and selection.
- Crafting competitive compensation and benefits packages for assignees.
- The importance of cross-cultural training and language support.
- Managing the relocation process and destination services.
- On-assignment support for employees and their families.
- Performance management for international assignees.
- Repatriation strategies and career planning post-assignment.

Unit Five: Strategic Optimization and the Future of Mobility

- Advanced cost-containment and program optimization strategies.
- Promoting sustainable business travel and green initiatives.
- Managing new forms of mobility like virtual assignments and digital nomads.
- The impact of bleisure travel and evolving employee expectations.
- Using analytics and predictive modeling to forecast trends.
- Building a resilient and agile global mobility function.
- Communicating the value of the mobility program to senior leadership.

FAQ:

Qualifications required for registering to this course?

There are no requirements.

How long is each daily session, and what is the total number of training hours for the course?

This training course spans five days, with daily sessions ranging between 4 to 5 hours, including breaks and interactive activities, bringing the total duration to 20 - 25 training hours.

Something to think about:

How can organizations ethically balance stringent cost-containment strategies in corporate travel with their expanding duty of care obligations in an increasingly volatile global landscape?

What unique qualities does this course offer compared to other courses?

This course distinguishes itself by offering a deeply integrated perspective on corporate travel and global mobility, treating them not as separate silos but as interconnected components of a unified talent strategy. While many programs focus solely on the operational aspects of booking travel or processing relocations, this curriculum emphasizes the strategic alignment of mobility with core business objectives. It delves into the nuanced relationship between cost control, risk management, and the employee experience, providing a balanced framework for decision-making. The content is forward-looking, addressing contemporary challenges and future trends such as sustainable travel, digital nomad policies, and the use of predictive analytics. Rather than just teaching process, the course, guided by academic principles of international human resource management, fosters strategic thinking. Participants will leave not only with practical tools but with the ability to design, justify, and lead a sophisticated mobility function that creates a tangible competitive advantage for their organization.