HM066:
Succession Planning and Advanced Career Development

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Training Description:

Succession planning has been identified as a key issue that "keeps CEOs awake at night". Organisations that implement effective succession planning and career development ensure business continuity while motivating and retaining their talent. In the GCC region it is a key driver of localisation by ensuring that strategies are in place to meet challenging localisation targets.

Training Objectives:

By the end of the training, participants will be able to:

- ✓ Ensure business continuity by planning succession into key organisational positions and preparing people appropriately to step up to leadership roles
- ✓ Identify talented employees and provide structured career development opportunities to enable them to take on higher level and broader responsibilities
- ✓ Attract and retain the top talent you need to meet your organisation's current and future objectives

Training Designed for:

This course is intended for all management professionals with an interest in ensuring business continuity and improving performance, motivation and loyalty of employees. It is an essential course for Department Heads, Directors, Senior Managers and Section Heads. HR professionals, People Development Officers and Career Development specialists will also benefit from the outcomes of this course.

Training Requirement:

"Hand's on practical sessions, equipment and software will be applied during the course if required and as per the client's request."

Contents can be adapted to your specific wishes. It is therefore possible to focus on specific modules of the training course as per client's learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

Training Program:

FIVE DAYS:

- ❖ Succession planning or external market forces?
- ❖ The importance of business continuity
- ❖ Identifying critical positions and people
- ❖ Compiling the succession plan
- ❖ Career development
- ❖ Identify development needs for future career and succession
- ❖ Impact on HR and organisational processes
- ❖ Recruitment
- ❖ Talent and performance management
- ❖ Employee engagement
- ❖ Implementation of the succession and career development plan

- Course Conclusion
- POST-ASSESSMENT and EVALUATION

Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:

- 30% Lectures, Concepts, Role Play
- 70% Workshops & Work Presentations, Techniques, Based on Case Studies & Practical Exercises, Gamification, Software & General Discussions
- Pre and Post Test

Training Certificate(s):

CMCT Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Fees:

TBA as per the course location - This rate includes participant's manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:00	Recess (Prayer Break & Lunch)
13:00 - 14:00	Last Session

For training registrations or in-house enquiries, please contact:

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Training & Career Development Department