



STRATEGIES FOR Succession Planning

Course Introduction:

Learn strategic principles of succession planning, models to put in place, creation of templates for knowledge transfer, and key practices in the successful succession planning of your organization's staff and leadership.

Course Objectives:

By the end of this course you will be able to:

- Create templates for knowledge transfer
- Learn key practices in planning
- Implement plans for leadership and the organization

Who Should Attend?

- Training and development managers
- Managers and supervisors
- New or experienced trainers
- HR professional
- Consultants

Course Outline:

Succession planning and knowledge transfer

Defining Succession planning

- Thoughts to consider
- Generational impacts
- Why the need

Succession planning and organizational development

- The business case for Succession planning
- Approaches to Succession planning
- Four tips to Succession planning
- Models for Succession planning

Human resource supply forecasting techniques

- Defining knowledge transfer
- What is it?
- Why do we do it?

Creating a knowledge transfer program

- Things to consider
- How do we transfer knowledge
- Resources

Course Methodology:

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work
- Discussion
- Presentation

Course Fees:

To be advice as per course location. This rate includes participant's manual, Hands-Outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Certificate:

International Center for Training & Development (ICTD) will award an internationally recognized certificate(s) for each delegate on completion of training.

Course Timings:

Daily Course Timings:

08:00 - 08:20	Morning Coffee / Tea
08:20 - 10:00	First Session
10:00 - 10:20	Coffee / Tea / Snacks
10:20 - 12:20	Second Session
12:20 - 13:30	Lunch Break & Prayer Break
13:30 - 15:00	Last Session