

CERTIFICATE IN SUCCESSION PLANNING & CAREER DEVELOPMENT

“Build a sustainable talent pipeline and prepare future leaders for organizational success.”

Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

► **Available delivery methods:** In-House Training

Introduction

The Certificate in Succession Planning & Career Development course is designed to help HR professionals, managers, and business leaders establish systematic approaches to developing internal talent and preparing for future leadership needs.

This program explores how to identify high-potential employees, develop succession pipelines, and design structured career development programs that align with organizational goals. Participants will gain practical tools to ensure business continuity, employee engagement, and leadership readiness.

In today’s competitive environment, organizations that plan ahead for leadership transitions and invest in career growth are more resilient and successful. This course equips participants with modern frameworks and strategies to create a proactive talent management system.

Objectives

- Understand the link between succession planning and career development.
- Learn how to identify and develop high-potential employees (HiPos).
- Design and implement succession frameworks for key organizational roles.
- Create structured career paths and growth opportunities.
- Use data-driven methods to assess readiness and leadership capability.
- Align individual aspirations with business continuity and organizational strategy.

Why Attend

- Develop expertise in one of the most critical areas of HR and leadership.
- Gain practical skills to manage talent pipelines effectively.
- Learn to reduce leadership gaps and turnover risk.
- Prepare your organization for future growth through strong internal talent.

Target Audience

- HR Managers, Talent Management and Learning & Development Professionals.
- Department Heads and Business Unit Leaders.
- Organizational Development Specialists.
- Executives responsible for leadership development and workforce planning.

Individual Benefits

- Gain the ability to design and implement effective career paths.
- Learn techniques to identify and develop high-potential employees.
- Strengthen strategic thinking and workforce planning skills.
- Enhance your ability to guide employees through meaningful career progression.

Organizational Benefits

- Build a strong internal talent pipeline for critical roles.
- Improve leadership readiness and reduce dependency on external hiring.
- Increase employee engagement, retention, and productivity.
- Ensure long-term business continuity through structured succession systems.

Instructional Methodology

- Interactive lectures and expert-led discussions.
- Real-world case studies from successful organizations.
- Group activities and role-playing exercises.
- Talent mapping and succession planning simulations.
- Development of an actionable succession and career plan.

Course Outline

Module 1: Introduction to Succession Planning and Career Development

- Definition, objectives, and strategic importance.
- The connection between succession planning and business continuity.
- The role of HR in leadership and talent development.

Module 2: Identifying Key Positions and High-Potential Employees (HiPos)

- Criteria for identifying critical roles.
- Methods for assessing employee potential and readiness.
- Tools for talent identification (performance-potential matrix, 9-box grid).

Module 3: Designing a Succession Planning Framework

- Key elements of a successful succession plan.
- Developing competency and leadership models.
- Building short-term and long-term succession pipelines.

Module 4: Career Pathing and Development Planning

- Creating structured career paths for employees.
- Linking career goals to business objectives.
- Career conversations and coaching techniques.

Module 5: Developing and Retaining Talent

- Learning and development programs for high-potential employees.
- Mentoring and coaching as key development tools.
- Retention strategies for future leaders.

Module 6: Measuring and Evaluating Succession Programs

- Key performance indicators (KPIs) for succession and career development.
- Tracking progress and measuring impact.
- Continuous improvement and adjustment of talent plans.

Module 7: Using Technology in Succession and Career Planning

- Talent management systems and HR analytics.
- Using data to predict leadership gaps.
- Digital career development platforms and AI-assisted tools.

Module 8: Implementing and Sustaining Succession Systems

- Managing organizational change and leadership transitions.
- Communication strategies for transparency and engagement.
- Embedding a culture of growth and development.

Certification

Upon successful completion of all modules and practical exercises, participants will receive a Certificate in Succession Planning & Career Development, recognizing their ability to create sustainable succession systems and effective career growth strategies for organizational success.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
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In-House / Customized Training Interested in running this course for your team? Please contact us:	TEL: +601116373203	EMAIL: info@mawaevents.net
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