

# CERTIFICATE IN WORKFORCE PLANNING & SUCCESSION

## 3 DAY MASTERCLASS

CERTIFICATE PROVIDED BY



OPTIMIZING YOUR WORKFORCE FOR HIGH PERFORMANCE

24-26 OCTOBER 2017 | THE ADDRESS HOTEL DUBAI MARINA

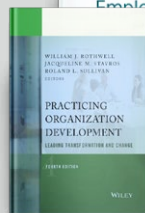
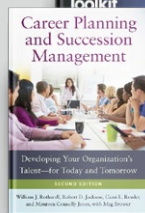
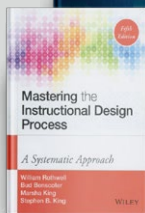
CERTIFICATE FROM TOP GLOBAL 100 UNIVERSITY  
EXCLUSIVE 3 DAY TRAINING EVENT



Presented by

**DR. WILLIAM J. ROTHWELL**

World's preeminent guru, thought leader, and renowned author on Human Resources  
Best selling and award winning writer of HR books with over 90 internationally published titles



### WHO

#### Who should attend ?

- Practitioners, managers, directors, and executive level HR & OD personnel
- Professionals involved in talent development, management and retention
- Workforce planners and succession management professionals
- Any management professional with an interest in ensuring business continuity and workforce optimization

### WHAT

#### About the Training

85% of organizations say that their talent management programs and policies need an overhaul. This unique 3 day MasterClass aims at helping your organization build the right succession management and workforce planning systems to ensure business continuity and talent optimization. This certified training from one of USA's top ranked universities aims at giving you the right tools to institutionalize workforce planning and succession in your organizations

### WHY

#### Key Benefits

- Learn best practices and latest trends on workforce planning and succession
- Be introduced to established frameworks and methodologies on workforce planning and succession
- Learn how to build the talent pipeline in your organization and ensure business continuity
- Learn how to implement lean but agile workforce planning
- Be mentored by global HR guru Dr. William Rothwell

To register yourself or a member of your organization or for further inquiries Please contact us via telephone or email  
Discounts available for groups

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# THE ADDRESS HOTEL DUBAI MARINA

24-26 OCTOBER 2017

SPACES ARE LIMITED

SHRM Recognition: 14 Personal  
Development Credits Awarded



**Early Bird Price**  
Register before Sep 17

**\$ 3233**

**Regular Price**

**\$ 3649**

## ABOUT DR. WILLIAM J. ROTHWELL



William J. Rothwell, (PhD, SPHR, RODC, CPLP Fellow) is a professor of Human Resource Development at the University Park campus of the Pennsylvania State University. The department which he heads is the top ranked graduate program in Human Resource Development in the US. To supplement his academic experience, Dr. Rothwell has worked extensively as a Consultant in executing HR transformations and has engaged with over 40 multinational corporations. Dr. Rothwell has worked in the Performance, OD and HR field since 1979 and has authored, co-authored, edited and co-edited close to 90 books and many best sellers

Dr. Rothwell was the winner of the American Society of Training and Development's (ASTD) prestigious Distinguished Contribution to Workplace Learning and Performance award for 2011. In 2013 he was again honored by ASTD by being named a Certified Professional in Learning and Performance (CPLP) Fellow. His best selling book, *Effective Succession Planning: Ensuring Leadership Continuity and Building Talent from Within*, 4th ed. is regarded by many as the "corporate reference guide" on succession management practices

## ABOUT THE CERTIFICATION

Participants attending the event will receive an official certification on HR Transformations from Penn State University, one of the largest universities in the US. Founded in 1855, Penn State has grown into a world-class learning & research institution. With a core campus covering 5,448 acres, the University Park campus is the epicenter for about 40,500 students, 3,000 faculty & 13,000 other employees.

Penn State is highly notable for its top ranking graduate program in Human Resource Development. It operates the largest outreach effort in American higher education, delivering programs to learners in all 50 states and 80 nations worldwide. In addition, the program is recognized by SHRM (Society of Human Resources) and 14 PDC's are awarded through successful completion attendance of the course.



## 3 DAY PRACTICAL WORKSHOP

### DAY 1

#### 1. Defining Terms and Reviewing Traditional Approaches to Work and Workforce Planning

- What is lean, and what is agile?
- How is work planning defined?
- What is a traditional approach to work planning: process improvement?
- How is workforce planning defined?
- The role of job descriptions and competency models in workforce planning
- What are traditional approaches to staffing and workforce planning?
- Case study analysis on workforce planning

#### 2. A New Approach to Work Planning

- Why is there need for a new approach to work and workforce planning?
- Ways to rethink work planning based on outcomes Implications of work based on outcomes

#### 3. A New Approach to Workforce Planning

- Ways to rethink workforce planning
- Metoologies and tools on Workforce Planning
- Alternative staffing: Definition & approaches
- Activity on reviewing alternative staffing approaches

### DAY 2

#### 1. Lean But Agile Work and Workforce Planning

- What lean but agile work and workforce planning means
- A model to guide lean but agile work & workforce planning
- Implications of lean but agile work and workforce planning on talent management and succession planning
- Implications of lean/agile work & workforce planning on HR

#### 2. Planning to Implement Lean But Agile Work and Workforce Planning

- Importance of workforce planning implementation
- A model to guide workforce planning implementation

#### 3. What is Succession Management?

- Why do organizations implement succession management?
- Emerging business trends as indicators of need
- The lifecycle of succession management programs
- Replacement charting for visualizing gaps in a succession plan
- Linking succession management to HR plans and strategy?

#### 4. Defining Key Terms and Explaining the Business Need for Succession Management

- Defining key terms in succession management
- Explaining the need for succession management

### DAY 3

#### 1. Models to Guide Succession Management

- Purpose, Goals, and Policies for direction
- Present job descriptions and competency models
- Performance management models
- Future job descriptions and competency models
- Potential assessment modeling
- Individual development planning
- Evaluating succession and talent mgmt. efforts
- Improving recruitment & retention

#### 2. How Do You Implement a Succession Management System?

- Common mistakes in a succession management program
- Commitment and top management support
- Using job/position descriptions and competency modeling
- Assessing present work requirements
- Evaluating current performance
- Determining future work requirements
- Assessing potential
- Closing development gaps
- Individual development plans
- Evaluating the succession management system
- Career planning programs and mentoring

#### 3. Applications

- Practical Exercise: Developing Succession Plan

**Case studies, Practical Exercises, Group Activities**

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