

Human Resources

Talent Management Course Outline:

Module One: Getting Started

- Icebreaker
- Housekeeping Items
- The Parking Lot
- Workshop Objectives

Module Two: Defining Talent

- What is Talent Management
- Types of Talent
- Skills and Knowledge Defined

Module Three: Understanding Talent Management

- Guidelines
- Importance & Benefits
- Challenges
- Key Elements to Developing a Winning Strategy

Module Four: Performance Management

- Performance Management Defined
- Benefits
- How to Keep Your Employees Motivated
- Case Study

Module Five: Talent Reviews

- 360 Degree Feedback
- Talent Calibration
- Maintaining an Effective Work Force
- Looking to the Future

Module Six: Succession & Career Planning

- What is Succession Planning?
- Developing a Plan
- Executing the Plan
- Overcoming Roadblocks
- Case Study

Module Seven: Engagement

- Employee Engagement
- Generating Engagement
- Influences
- Case Study

Module Eight: Competency Assessments

- Competency Assessment Defined
- Implementation
- Final Destination
- Case Study

Module Nine: Coaching, Training & Development

- Setting Goals
- Developing Options
- Providing Feedback
- Wrapping Up

Module Ten: Do's and Don'ts

- Do's & Don'ts
- Tips for Talent Management
- Case Study

Module Eleven: Employee Retention

- Goals and Motivation
- The Expectancy Theory
- Object Oriented Theory
- Case Study

Module Twelve: Wrapping Up

- Words from the Wise
- Review of Parking Lot
- Lessons Learned
- Completion of Action Plans and Evaluations