# SUCCESSION PLANNING WORKSHOP

Marcia Dickerson Consulting

# Sample Slides

## Capture Knowledge

Create standards of work or standard operating procedures

Capture institutional knowledge with

- systems
- tutorials
- job shadowing
- · phased retirement

Create a culture of and opportunities for knowledge sharing

# Find your High Potential Employees

- Identify who has the motivation to manage and lead
- Review performance appraisal results
- Engage in career discussions with employees regularly
- · Notice who seems eager to learn and develop
- Boost inclusion by allowing employees with the motivation to lead to self-identify

If your current practices don't help you find the employees with the right competencies who demonstrate HIPO qualities, it's time to upgrade your practices.

# But no one wants to be a manager

Determine what is making your managerial roles unattractive:

- · Level of responsibility
- · The type of work
- · Lack of flexibility
- Number of work hours versus pay
- Personnel issues
- · Feelings of incompetence

### Overview

Succession planning, or preparing employees for new leadership roles, isn't just for family businesses or c-suite positions. Identifying the employees who can take on new roles, preparing them to do so, and facilitating their success has become critical for staffing most leadership positions in organizations today.

## Learning Objectives

- Recognize and assess your current practices for succession planning
- Determine how succession planning fits within the overall strategic plan
- Identify strategies to define roles and capture knowledge
- Explore strategies to develop talent within your culture
- Discuss ideas and review resources for succession planning
- Outline action steps to improve succession planning

#### **Details**

- Half day or full day course
- Interactive format with sample scenarios and questions for discussion
- Best for 5 30 participants

## **Testimonials**

- "Marcia is a skilled and dynamic presenter with a tremendous amount of knowledge."
- "Marcia is so engaging. The topics and conversation are meaningful and inspiring."
- "Relatable examples and a great knowledge base."
- "So many key ideas and areas we need to improve or implement."
- "The printed materials will be useful for referencing in the future. Also really enjoyed the real world examples."
- "The most valuable part was the discussion -- we didn't even know what we actually needed to discuss on this topic before attending."

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