



## DESIGNING AND IMPLEMENTING SUCCESSION MANAGEMENT SYSTEMS

### PRICING:

**IPM Members: R3495,00 excl. Vat**

**Non Members: R3995,00 excl. Vat**

2days Workshop

Dates: 7 & 8 October 2009

Venue: 3 Libertas Road Libertas  
Office Park Bryanston

### OVERVIEW

UNDERSTANDING THE DEPTH OF YOUR TALENT POOL IS CRITICAL IN TODAY'S BUSINESS ENVIRONMENT. ORGANIZATIONS AROUND THE WORLD ARE "RAISING THE BAR" WITH REGARDS TO KNOWING WHO THEIR CURRENT AND FUTURE LEADERS ARE, AND THE CAPABILITIES THEY POSSESS. MUCH MORE RIGOR IS BEING EXERTED TO EXAMINE FUTURE LEADERSHIP REQUIREMENTS, ASSESS CURRENT CAPABILITIES, AND DETERMINE THE STEPS NECESSARY TO CLOSE IDENTIFIED GAPS.

THROUGH OUR PRACTICAL HANDS-ON APPROACH, LEARN ABOUT CRITICAL DECISION POINTS AND A STEP-BY-STEP APPROACH TO DESIGNING AND IMPLEMENTING AN EFFECTIVE SUCCESSION MANAGEMENT SYSTEM.

### BENEFIT & OUTCOMES

- How to craft a business case and blueprint for succession management
- How to select options for assessing your talent pool, and identifying and supporting your high potentials

### Benefit & Outcomes

- How to set up and execute effective succession planning review meetings
- How to integrate succession management with your broader human resource system

### PROGRAM CURRICULUM

#### Module 1: An Overview of Succession Management

- Common barriers to effective succession management
- How does your succession management measure up?
- Key success factors for succession management and opportunities for improvement
- Best practice succession management cycle

## **Module 2: Analyzing Bench Strength**

- Performance, potential, and readiness
- Performance-potential grid
- Practices used for identifying successors
- Types of assessments and assessment matrix
- Dealing with competing demands

## **Module 3: Identifying Successors**

- Facilitating the identification meeting  
Nomination and identification process checklist
- Succession management formal meeting guidelines
- Leader board
- “Closed vs. Open” succession management

## **Module 4: Developing, Acquiring, and Retaining Talent**

- Key decision points in implementing a development system
- High-impact development practices
- Factors influencing leadership development
- 360° feedback
- Developmental assignments and cross-functional rotations
- Action learning
- Mentoring
- Successor deployment and retention

## **Module 5: Measuring and Learning**

- Re-evaluating the high potential pool

- Assessing progress and improving process
- Succession management measures of effectiveness

## **Module 6: Developing the Business Case**

- Building the business case
- Emerging internal and external trends
- Succession management readiness assessment
- Benefits of succession management

## **Module 7: Creating the Architecture**

- Succession management scale
- Your organization’s succession architecture
- Creating a talent management policy statement

## **Module 8: Designing the System**

- Design considerations
- Succession management process design
- Key responsibilities in a succession management system
- Stakeholder commitment and analysis
- Integrating succession with other systems
- Aligning process, tools, capabilities
- Design, assess and improve your high-level succession management design

## **Module 9: Planning Implementation**

- Top-level plan elements
- Best-in-class companies’ communication
- Strategic communication planner

# THE 2009 EXCELLENCE IN MANAGEMENT & LEADERSHIP SERIES, PARTICIPATE IN WORLDCLASS INTERACTIVE MANAGEMENT & LEADERSHIP TRAINING VIA LIVE SATELLITE BROADCAST



**John Maxwell**  
Five levels of Leadership  
22 September 2009  
Live Satellite Broadcast

## About John Maxwell

John C. Maxwell is an internationally recognized leadership expert, speaker, and author who has sold over 16 million books. EQUIP, the organization he founded has trained more than 2 million leaders worldwide. Every year he speaks to Fortune 500 companies, international government leaders, and audiences as diverse as the United States Military Academy at West Point, the National Football League, and ambassadors at the United Nations. A New York Times, Wall Street Journal, and Business Week best-selling author, Maxwell was named the World's Top Leadership Guru by Leadershipgurus.net. He was also one of only 25 authors and artists named to Amazon.com's 10th Anniversary Hall of Fame. Three of his books, The 21 Irrefutable Laws of Leadership, Developing the Leader Within You, and The 21 Indispensable Qualities of a Leader have each sold over a million copies.

In this presentation, John Maxwell will share the Five Levels of Leadership from his book Developing the Leader Within You. Leadership success is directly related to the investment you make in your leadership development.

### PRICING:

IPM Members: R799,00 excl. Vat  
Non Members: R899,00 excl. Vat

Duration: 2 hours

Time: 17h30 - 19h30

Dates: 22 September 2009

Venue: SABMiller Training Institute  
Kyalami, Johannesburg

Cape Town venue to be confirmed depending on demand, kindly contact Rre Elijah Litheko – IPM CEO (011) 329 3760 should you wish to attend the Live Broadcast in Cape Town

## FIVE LEVELS OF LEADERSHIP

- 1. Leadership from Position:**
  - The basic level of leadership – people follow you because they have to.
- 2. Leadership from Respect:**
  - This level is built on professional relationships – people follow you because they want to.
- 3. Leadership from Results:**
  - This level is built on admiration for the leader – people follow you because of what you have done for the company.
- 4. Leadership from People Development:**
  - This level of leadership is built on loyalty – people follow you because of what you have done for them.
- 5. Leadership from Mentorship:**
  - At this level, a leader's success is revealed through a life of accomplishments – people follow you because they respect you.

# REGISTER NOW!!!

Patricia Ramokgadi, 011-329-3760, patricia@ipm.co.za

Lavern Meyers, 011 – 329-3760, lavern@ipm.co.za

## Please secure a seat

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### JOHN MAXWELL BROADCAST EVENT

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Acc name: **Institute of People Management (IPM)**

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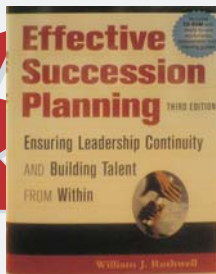
#### Special Dietary Requirements:

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Submit 2 weeks before event, Linkage SA cannot be held responsible for requests submitted late.

**Kindly fax completed registration form to: 011 706 0284**

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#### Terms and Conditions:

**Cancellations:** Cancellations received in writing more than 2 weeks before the event date, a refund will be made less 10% administration charge, failing which the full amount is payable.

**Substitution:** Registered delegates may be substituted at any time prior to the event at no charge, please notify Linkage SA in writing of the change, as soon as possible.

**Payments:** Payment is due within two weeks upon receipt of invoice And must be paid in full prior to the day of event. Delegates will not be allowed entry if payment has not been received in full.

**Proof of payment:** Kindly fax or email proof of payment to: 011 706 0284 or email: [nompumelelo@linkagesa.co.za](mailto:nompumelelo@linkagesa.co.za)