

Succession Planning—taught properly—may be the most important course ever taught. Having a concrete hiring and succession planning program in place is the only way to ever know that your people are focused on the activities, goals and business drivers that bring in revenue and increase profits.

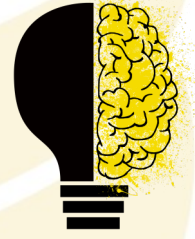
Check boxes and grids on a 3 x 3 matrix don't work if you don't have the right info. The fundamental flaws in most succession planning programs at most companies (and with most succession planning training programs, too) are created by the following oversights:

- 1.) **Failure to establish job descriptions and hiring tools that have benchmarked the skills and traits (character traits and attitudes) that define high performers in all jobs, not just “critical roles.”** Without these competency-based hiring maps and descriptions for all jobs, it is impossible to know whether the right people have been placed in the right job. Job succession doesn't just come from the pools of people in so-called “critical roles.” All roles are critical—because every job in the company provides the larger pool from which high performers can be identified and promoted.
- 2.) **Failure to hire performers in the first place.** Without benchmarking jobs with the input of high performers and managers alike, it is impossible to know what to hire for. Technically speaking, there should be no “Low Pos” on a succession planning matrix. If there are, someone didn't do their job at the hiring phase or the training department is non-existent.
- 3.) **Failure to ask people how they feel they could make a better contributor to the bottom line, and what training and mentoring they need to become better at their jobs.** If you never ask these questions and never supply the need training and mentoring, any succession planning programs are hopeless. You won't have any “High Pos” to put into the box.

Succession Planning is an Agile Sprint

We know that life itself is an Agile Sprint and so is every phase of business, including a Successful Succession Planning program. It is a process that starts with hiring and continues through the life of the employee's career, with a lot of emphasis on feedback, coaching, development and training.

- ◆ How to hire high performers in the first place.
- ◆ How to benchmark every single job in your company not just the “critical roles.”
- ◆ How to figure out what people like to do and are good at
- ◆ How to put them in a job doing what they are good at so they can improve your revenue and profits.
- ◆ How to find out where they need training and development so their “succession planning” career path makes sense and will actually happen.
- ◆ How managers and employees can have ongoing conversations about any training or coaching the employee may need to become a larger contributor to workplace efforts.
- ◆ How managers can discuss the rewards and incentives that go along with high performance. “You get to keep your job” will not do as an answer.
- ◆ How to Develop a Clear Cut Process for Knowledge Transfer
- ◆ How to create processes, project plans and career maps so employees can see their future at your organization and get excited about it.
- ◆ How to create group consensus and concrete action steps among the executive and managerial team for building a complete and thorough succession planning program beginning now.



How do we help you with Succession Planning?

- ◆ Formulating the Organisational Competency Matrix
- ◆ Formulating the Job Descriptions in alignment to the Competency Matrix
- ◆ Formulating an intensive training program across 2 major growth stages of an employee SME to Team Lead & Team Lead to Assistant Manager
- ◆ Both these programs run for 6-8 months depending on the activity completion by the participants
- ◆ The participants who graduate from the program are your potential leaders for the future

Program Details—First Time Leader Development Program (FLDP)

This is a 6-8 month intensive program for SME who are eligible to move to the Team Leader position.

Key features of this program

- 1) Creating the scoring Rubric basis the organisation competency model
- 2) 1 Classroom training per month (Modules selected post a detailed discussion with the stakeholders)
- 3) 1 Project to be done per classroom module covered
- 4) Project to be approved by immediate Line Manager & Quality Head
- 5) Complete a series of assessments & surveys across the program
- 6) Project review's by Line Manager, Quality Manager & Sukratuya team member
- 7) Graduation from the program bases the final scoring on the Kirk Patrick Methodology

Program Details—Leader Development Program (LDP)

This is a 6-8 month intensive program for Team Leaders who are eligible to move to the Assistant Manager position.

Key features of this program

- 1) Creating the scoring Rubric basis the organisation competency model
- 2) Selecting of partner university to certify the graduates (We have 4 on Panel)
- 3) 8-10 Days Classroom & Lifestyle training Offsite (Modules selected post a detailed discussion with the stakeholders)
- 4) 1 Six Sigma Project to be done showing a substantial impact on the business or organisation
- 5) Project to be approved by immediate Line Manager & Quality Head
- 6) 3 Learning Journeys focusing on 2 areas of improvement & 1 area of strength
- 7) Complete a series of assessments & surveys across the program
- 8) Project review's by Line Manager, Quality Manager & Sukratuya team member every month
- 9) Graduation from the program bases the final scoring on the Kirk Patrick Methodology

⇒ **These are just the highlights of the 2 programs we shall explain the entire program during our in person discussion for the same**

⇒ **For the LDP the trainers are faculties from the university who will be certifying the graduates**

⇒ **LDP has a 10 day offsite component as the learners will be involved in intensive program from 6 AM onwards**