



PROJACS ACADEMY  
by @egis



# Talent and Employee Retention Strategies

استراتيجيات الاحتفاظ بالمواهب والكفاءات وتطويرها

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Dubai / UAE

## Introduction

Talent management refers to the processes and practices of managing employees to achieve desired objectives. Used effectively, talent management can help organizations optimize the efforts of its employees and achieve business success.

To support talent management processes, we must address all elements in the process including: recruiting, performance management, succession planning and career development, compensation management, and employee communications. These elements address talent management in an integrated fashion, making links between performance and compensation, performance and recruiting, succession and development, and other relevant functions. In this way, the talent management can support efforts to hire the most qualified candidates, attract and engage high impact employees, and build future leaders for high impact positions.

## Objectives

**At the end of this course trainees will be able to:**

- Gain new strategies for developing your talent pool to achieve corporate goals and strategies
- Learn ways to benchmark and improve your talent management processes
- Acquire a framework for creating and sustaining a talent pipeline to get the right people in the right jobs
- Understand how to overcome internal barriers to talent movement and development

## Who Should Attend?

- Middle and upper management
- HR Managers
- Executives
- People who hold key position
- People who seek to influence others and be under the spots

## Course Outline

### Day One

#### **Redefining HR for the 21st Century**

- The New HR Mission and Talent Management Processes

#### **Skill Climate and Organizational Blockages**

- Categorizing The Organization
  - Simple/Routine
  - Complex/Skilled
  - Creative/Uncertain
  - Autonomous/Imaginative
  - Organizational Functions
- Common “Blockages”
  - Manufacturing Blockages
  - Craft Blockages
  - Innovative Blockages
  - Distributive Blockages
- Appropriate Strategies

### Day Two

#### **Strategic Talent Management**

- Talent drives performance.
- The Talent Age
- The New HR Mission and Talent Management Processes
- Why Talent Management?
- Leading enterprises seek solutions for talent management
- Talent Management is making capability match commitments.

#### **Talent Management approach**

- Philosophy
- Approach
- HR talent management: New tools for talent management
- Phases of crisis and implications for HR
- Talent Management Framework:
- How does an organization effectively manage talent?

## **Day Three**

### **Recessions and talent management**

#### **Today's Top 10 Talent-Management Challenges**

#### **Succession planning: How to develop talents**

- Introduction
  - What Is Leadership Succession Planning?
- Importance Of Succession Plan
  - Advantages Of Succession Planning
  - How Succession Planning Helps
- The Strategy Of Succession Planning
- Outline For Succession Planning
- Elements Of A Succession Plan Policy
- Leadership Succession Planning On The Leading Edge
  - Selecting A CEO
- Implementation Of A Leadership Succession Plan
  - Implementing Succession Plan
- Development Of A Leadership Succession Plan
  - Developing A Succession Plan
- Validation Of A Leadership Succession Plan
- Succession Plan Tips
  - Succession Planning Pitfall
- Sample Executive Succession Plan Policy

## **Day Four**

### **What are the challenges in the delivery and support of the 'talent pipeline'?**

- Attracting/recruiting talent
- Differences in sector characteristics
- Rewarding talented recruits
- Recruiting talent in the international domain
- Organizing groups of talent – 'banks' and 'pools'
- Diversity of talent
- Appraising talent
- Developing talent
- Developing high-potential individuals
- Tracking talent
- Human capital metrics
- Retention of talent
- Talent leaving the organization
- Alignment, control, and evaluation
- Consideration of the roles played in the talent management process

## What are the key issues for operational using talent management?

### Influence

#### Day Five

#### The Four-Factor Theory: How Negotiators Influence Others

- Four Factors Positively Influence Results.

#### Influence Instrument: The Visibility/Credibility Inventory: Measuring Power and Influence

- Theoretical Framework
- Uses Of the Instrument
- Administration Of the Instrument

#### Power

- Negative Connotations
- Definition Of Power
  - Origin
  - Ingredients
- Magnitude Of Power
- Sources Of Power
- Character Of Power



## Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- Each participant receives a 7" Tablet containing a copy of the presentation, slides and handouts
- Post-assessment

## Program Support

This program is supported by interactive discussions, role-play, case studies and highlight the techniques available to the participants.

## Schedule

**The course agenda will be as follows:**

- |                     |                  |
|---------------------|------------------|
| • Technical Session | 08.30-10.00 am   |
| • Coffee Break      | 10.00-10.15 am   |
| • Technical Session | 10.15-12.15 noon |
| • Coffee Break      | 12.15-12.45 pm   |
| • Technical Session | 12.45-02.30 pm   |
| • Course Ends       | 02.30 pm         |

## Course Fees\*

- **3,500 USD**  
*\*VAT is Excluded If Applicable*

## المقدمة

تشير إدارة المواهب إلى عمليات وممارسات إدارة الموظفين لتحقيق الأهداف المرجوة. إذا تم استخدامها بفعالية، يمكن لإدارة المواهب مساعدة المؤسسات على تحسين جهود موظفيها وتحقيق نجاح الأعمال.

ل دعم عمليات إدارة المواهب، يجب علينا معالجة جميع العناصر في العملية بما في ذلك: التوظيف، وإدارة الأداء، وتخطيط التعاقب والتطوير الوظيفي، وإدارة التعويضات، واتصالات الموظفين. تتناول هذه العناصر إدارة المواهب بطريقة متكاملة، مما يجعل الروابط بين الأداء والتعويض، والأداء والتوظيف، والتعاقب والتطوير، والوظائف الأخرى ذات الصلة. وبهذه الطريقة، يمكن لإدارة المواهب دعم الجهود المبدولة لتوظيف أكثر المرشحين تأهيلاً، وجذب وإشراك الموظفين ذوي التأثير العالي، وبناء قادة المستقبل لشغل مناصب عالية التأثير.

## الأهداف

في نهاية هذه الدورة سوف يتمكن المتدربون من:

- اكتساب استراتيجيات جديدة لتطوير المواهب لتحقيق أهداف واستراتيجيات الشركات
- تعلم طرق لقياس وتحسين عمليات إدارة المواهب
- اكتساب اطر لخلق ودعم المواهب للحصول على الأشخاص المناسبين في الوظائف المناسبة
- فهم كيفية التغلب على الحواجز الداخلية لحركة المواهب والتنمية

## الحضور

- الإدارة الوسطى والعليا
- مدراء الموارد البشرية
- التنفيذيين
- الأشخاص الذين يشغلون مناصب رئيسية
- الأشخاص الذين يسعون للتأثير على الآخرين ويكونوا تحت بقعة الضوء