

Succession Planning

Maximum Participants: 16

Duration: One Day

Timings: 09:30 – 16:30



Suitable for

Those responsible for ensuring effective succession planning within their organisation. The course is also relevant for those considering succession planning within committees and trustee boards.

Aim

To explore the concerns that Chairs of groups/organisations may have regarding succession planning. You will consider the steps that you might need to take to effectively secure sustainability and continuity.

Learning Outcomes

By the end of the course, you will be able to:

- ✔ Define succession planning and Identify the forces for and against succession planning within your organisation
- ✔ Undertake a SWOT Analysis about your group/organisation in relation to succession planning
- ✔ Explain the stages of group development and how this may impact on succession planning
- ✔ Be aware of the role of supervision, learning and development to support succession planning (e.g. role-shadowing; mentoring; SWOT Analysis, Training Needs Analysis)
- ✔ Use a range of strategies to promote succession planning within your group/organisation
- ✔ Develop an action plan for taking succession planning forward

You will also leave the course with:

- ✔ A sense of achievement
- ✔ A toolkit of techniques and practical ideas for releasing your potential
- ✔ A Personal Action Plan to take your learning further

Training Style

All courses are interactive, using diverse participatory, 'brain-friendly' training methods including: exercises; games/quizzes; handouts and workbook; small/large group discussion; skills practice and trainer input.

All courses are accompanied by a **Welcome Pack** (including some essential pre-course activities to prepare for learning) and a **'Bonus Pack'** after the training with additional tools, and follow-up activities to support transfer of learning to the workplace. (*email required)

Other Courses to consider (Visit my website for details of these and other courses)

- ⇒ Coaching Skills for Managers
- ⇒ Effective Recruitment and Selection
- ⇒ Internal Communication – Don't hear it on the Grapevine
- ⇒ Leadership Skills to Empower and Inspire (2 Days)
- ⇒ Managing Change
- ⇒ Mentoring Skills
- ⇒ Skills of Chairing Meetings
- ⇒ Supervision and Support – The Next Level (2 Days)
- ⇒ Teambuilding – Getting Everyone to Pull in the Same Direction

Mike Phillips Training

Releasing potential through learning and development



"A practical and thought-provoking session which has helped us to think about how we can encourage new membership of this committee and to reflect greater diversity from within the community."

Great visual aids, creative activities and resources used by the trainer."

Course Participant.

LCP2 (London Communities Policing Partnership)



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