



Specialised



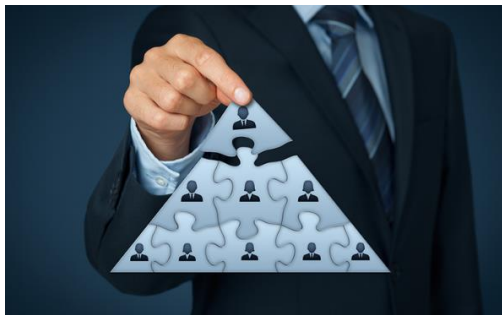
Coaching and Talent Management



2 Day Course



Classroom or Virtual
Blended Training



About the Course



Classroom: R 6, 850 Excl. VAT | **Virtual Training:** R 6, 200 Excl. VAT

One of the toughest challenges your organisation faces is the attraction, development and retention of key individuals capable of making a significant difference to the current and future performance of your organisation.

This process isn't limited to attracting the best people from the industry, but rather is continuous and involves sourcing, hiring, developing, retaining and promoting them while delivering on the organisation's objectives.

This practical 2-day **Coaching and Talent Management** programme will give those responsible for managing and developing people a practical framework for managing succession and talent.

By directing the abilities, skills and knowledge of your employees, you will create a culture of emotionally and intellectually engaged employees who consistently exceed performance requirements, achieve organisational objectives and resist the advances of your competitors' talent acquisition strategies!



[View Public Dates](#)



2 Days



Accessible from any
Location on any Device



Certificate of Attendance

What you will learn

- Identifying, retaining and developing your critical talent to ensure business continuity, maintained productivity and unwavering staff motivation
- Developing a talent management strategy that actively drives growth by being aligned to your strategic business objectives
- Securing your organisation's leadership capability to meet current and future business demands through consistent identification and development of leaders
- Developing support structures which promote employee engagement – resulting in a loyal, stable and productive workforce
- Consistently placing the right person, in the right position, at the right time to ensure continuity and continued success
- Refocusing your performance management system to drive your talent management process
- Employing tried and tested techniques that actively reduce employee turnover and improve staff retention
- Winning respect, whilst boosting employee productivity and morale, by dealing with grievances in a fair and consistent manner

Who should attend

General Managers, HR Managers, Training Managers, Managing Directors, Supervisors, Team Leaders, Human Capital Managers, Skills Development Facilitators, Team Leaders, Supervisors, Managers, Business Owners, HR Practitioners, Talent Managers

Course Programme Agenda

Establishing a Business Case for Talent Management Integration within your Organisation

An aging workforce, skills shortage, globalisation, increasing pressure to maximise the returns of human capital to increase productivity and retain and nurture talent are some of the issues facing HR practitioners today.

Maintain your competitive advantage by ensuring that talent management is integrated into your organisation by:

- Defining “talent” in your organisation in terms of education, skills competencies and motivation
- Incorporating your talent management strategy into your overall business objectives
- Outlining the benefits of talent management by considering financial and non-financial rewards
- Coming to grips with the legal considerations

6 Steps to Developing and Implementing Practical Talent Management Strategy

Step 1: Optimising the Effectiveness of your Talent Management Strategy

Ensure the seamless integrated functioning of your talent management process by aligning the capabilities of your employees, with your organisational objectives and human capital requirements.

- Master key terms, concepts and practices for ensuring the success of your talent management process
- Gain an understanding of talent management life cycles
- Identify the various stakeholders and clarify their roles and responsibilities
- Obtain buy-in from the stakeholders to:
 - *Overcome resistance to change*
 - *Create a culture of shared accountability*

Step 2: Creating Talent

Position your organisation to win the war for talent by mastering the art of courting and retaining key talent. Due to the escalating cost of employing the wrong people, your organisation needs to grow your talent pipe-line with skilled and competent individuals.

- Implement effective attraction & recruitment strategies, to identify the ideal candidate by taking into account:
 - *Micro and macro factors which influence the supply and demand for talent*
 - *Sourcing of talent*
 - *Selection of talent*
- Position your organisation as a leading employer brand and become an employer of choice by creating a culture that is conducive to attracting and retaining talent.
- Create a persuasive employee value proposition by:
 - *Encouraging employee participation in decision*
 - *Life-long learning offer*
 - *Offering flexible remuneration and employment contracts*
 - *Focusing on intrinsic motivational factors: Autonomy, Job satisfaction, Planning & control over work, Recognition & reward*

Step 3: Calibrating Talent

Create a sustainable and robust talent pipeline for your organisation through the application of strategic workforce and succession planning.

- Employing a skills audit to determine your current level of competence and capability
- Ensuring a competency framework which reflects the essential knowledge, abilities and skills your organisation
- **Consider your organisations:** Vision statement, Long-term business strategies, Values, and Expected behaviours
- Applying succession planning to when evaluating your talent requirements
- Ensuring a talent pipeline with qualified individuals for critical positions that is responsive to micro and macro changes



Course Programme Agenda

Step 4: Cultivating Talent

Ensure employee engagement has been identified as the key indicator for high performance behaviour. Engaged employees play a vital role in increasing productivity and are less likely to leave your organisation.

Create sustainable employee engagement by:

- Displaying a commitment to building a bond between the employer and the organisation by providing:
 - *A positive induction process for new employees*
 - *Clear career mapping, leadership development and ethical behaviour interventions*
 - *Development plans which focus on improving skills, knowledge and abilities*
 - *Culture which promotes a shared sense of responsibility for career development and growth*
- Map a clear process to implement a mentoring programme that supports your talent management strategy
- Ensure an effective communication strategy that promotes open two way communication with employees

Step 5: Leveraging Talent

Your organisations sustainable success depends on competent leaders, increase your capacity to provide leadership continuity by:

- Pinpoint key factors for identifying and developing high performance individuals within your organisation
- Focusing development initiatives on improving individual competencies by employing a variety of development opportunities:
 - *Formal and informal learning*
 - *Stretch assignments*
 - *Cross functional teams*
 - *Flexible job design*
 - *On the job training*
 - *Developmental and structured courses and assignments*

Step 6: Caring for Talent

Staff turnover is expensive, sometimes the loss of one person with a unique skills set can be very detrimental to business operations and morale in general. Organisations can mitigate their risk and prevent potential damage to the business turnover by implementing tried and tested retention tactics.

- Calculate the retention ratio of employees within your organisation
- Select Human Resources administration support systems for effective talent Management implementation:
 - ***Employee Engagement Surveys***, which determining deviations from the desired culture and behaviours of employees
 - ***Exit interviews***
- Benchmark competitive remuneration strategies regularly to ensure competitiveness
- Discovering the impact of Herzberg's 2 Factor Theory of Motivational vs. Hygiene Factors when developing reward strategies
- Consider the value of retention contracts and restraint of trade agreements and when retaining staff

Performance Management as a Driver for Top Talent

Many employees are measured against some form of targets, but their overall performance is not reviewed regularly through performance discussions and feedback.

As a result there is little planned development. Align your talent management process with your organisations performance management system, to enrich performance and drive leadership. Manage performance by:

- Clarifying performance setting expectations
- Providing opportunities to continually review performance and provide regular and honest feedback
- Empowering your employee to take a pro-active approach to managing their own performance

Short Course Training Formats

We offer **2 Short Course Training Formats**, to fit in with your staff development and upskilling objectives.



Public Training

Public training is the ideal choice to develop a specific skill, and it gives employers the opportunity to pre-plan staff training in advance. Every month, we pre-schedule various short courses for the public.

***Classroom training** (Johannesburg only) and **Blended / Virtual Training** (nationwide) is available.



Onsite / In-House Training

Have a **group of delegates** and want a tailored organisation-specific training solution? Onsite training is the perfect choice! We can customise your staff training to meet your organisation's needs on a date and at a venue that suits you.

***Classroom training** (nationwide) and **Blended / Virtual Training** (nationwide) is available.

Blended training is available on these popular platforms:



Benefits of this Short Course



Staff Acquire Vital Skills



Increases Efficiency and Productivity



Motivates and Empowers Staff



Future-Proofs your Workforce's Abilities



Immediate Impact on Job Performance



Can lead towards a Competitive Advantage



Can Count towards your B-BBEE Score



Provides a Great Networking Opportunity

Features of this Course



Accessible from any Geographic Location



Expert Facilitators



Practical and Intensive Sessions



Researched to Meet Workplace Demands



Skills you can 'Plug-and-Play' into the Workplace



CBM On-Demand

Training when YOU need it!

No public training short course scheduled on a date when you need it most? No problem. With **CBM On-Demand** we can schedule any course you want, for as many delegates as you need, when YOU want to!

All you need to do to arrange your 'On-Demand' course is to get in touch with us on (011) 454 5505 or email cassidy@cbm-training.co.za. Let us know what your skills development requirements are and we will then arrange your On-Demand course, when YOU need it.



Interested? Here's the Next Step



SIGN UP NOW AND SECURE YOUR PLACE

1. [Click here](#) to register online.
2. Select the training methodology you prefer and the date you would like to attend.
3. Click "make a booking" and fill out the quick online registration form.
4. Choose your payment method to finalise the booking and pay via EFT or credit card.

OR

Click on the buttons below to get a cost estimate before booking.

[Work out a Cost Estimate](#)

[Request a Quotation](#)



HAVE ANY QUESTIONS?

Our professional customer support team is eager to assist and provide you with comprehensive advice and recommend effective skills training solutions.

[Click here](#) to start a live chat with an agent (*available during business hours only*).

Alternatively, call us on +27 (0)11 454 5505 or email info@cbm-training.co.za.

ACCREDITATION AND B-BBEE



CBM Training holds full institutional accreditation status with the Services SETA – accreditation number 0057.



CBM Training has a B-BBEE Level 2 certificate. We have been evaluated and audited by the BEE Verification Agency.

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