

Leadership & Management Development



3.12 Succession Planning – Talent Management

The programmes within this Management and Leadership pillar are not “off-the-shelf” courses. They are designed as a menu of development options that can be combined, adapted and shaped to reflect what is really happening in the day-to-day reality of managing people and performance. What is often framed as a need to “upskill managers” typically reveals a deeper challenge – clarity of role, consistency of behaviour, confidence in decision-making or the ability to lead through uncertainty.

These outlines are therefore best read as catalysts for discussion – prompts to help you reflect on how management is currently experienced across your organisation and what kind of development will genuinely change how people lead, support and hold others to account. In practice, the most effective solutions often draw on complementary elements from across our other pillars – Communication, Personal Development, Business Development and Senior-Level Leadership and Talent Development. Every intervention we deliver is built in partnership with you, around your culture, your people and the outcomes you need to achieve.

Course Overview

Succession planning and talent management enable organisations to retain key capability, support continuity and prepare for future demands. This practical one-day programme equips participants with skills to identify and develop talent, build a strong leadership pipeline and strengthen performance outcomes.

Participants will learn structured approaches to succession planning, talent assessment and performance management that encourage engagement, accountability and long-term organisational success.

Who Should Attend

Ideal for:

- HR professionals and people managers
- Supervisors and team leaders with development responsibilities
- Leaders shaping talent strategy and future workforce needs

Relevant in organisations where capability, retention and leadership readiness are essential

Context

Organisations succeed when they invest in people and plan for the future. Without clear talent pipelines and structured development, capability gaps appear and growth becomes harder to sustain. Leaders play a crucial role in recognising potential and supporting others to progress.

At Expleo we help leaders identify strengths, nurture high performance and align development to organisational needs. This programme strengthens strategic workforce planning by building a culture where performance and progression are managed thoughtfully and fairly.

How Certification is Earned

Upon successful completion of this course, participants will be awarded a certificate of attendance from Expleo Academy.

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Course Objectives

By the end of the programme participants will be able to:

- Explain the value of succession planning and talent management
- Identify critical roles and capability requirements
- Recognise high-potential talent and support development readiness
- Apply performance management techniques that enhance accountability
- Provide structured feedback and set meaningful performance goals
- Promote a culture of continuous learning and improvement
- Align talent plans with organisational strategy and priorities

Course Outline

1. Talent and Succession Strategy

- Importance of planning for continuity and capability
- Building a resilient and adaptable workforce

2. Identifying Critical Roles and Competencies

- Assessing current and future organisational needs
- Defining skills, behaviours and leadership attributes

3. Talent Identification and Development

- Approaches to identifying high-potential employees
- Creating development pathways and opportunities

4. Effective Performance Management Practice

- Enhancing engagement and clarity through meaningful reviews
- SMART goal setting and constructive performance discussions

5. Culture of Continuous Improvement

- Encouraging growth, innovation and shared accountability
- Embedding development into the daily working environment

6. Driving Organisational Performance

- Using talent insights to inform business decisions
- Monitoring outcomes and strengthening capability pipelines

Training Methodology

Highly interactive learning including:

- Case studies and real organisational scenarios
- Group exercises and facilitated discussion
- Practical performance and development planning tools
- Reflection and action planning to support transfer to work

Participants leave with strategic and practical tools to build strong performance and long-term talent capability.

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