Table of Contents

Module 1: Strategy and Talent Management

Topic 1 – Introduction to Strategic Talent Management

What Is Talent Management (TM)? 3

TM in the Strategic Dimension 4

The Potential Benefits of TM 7

Challenges in Leading TM 7

Costs of Attrition 8

Costs of TM 11

Topic 2 –The Talent Management Process

Step 1: Analyze the TM Process to Determine if a TM Gap Exists 3

Step 2: Analyze the Gap and Identify the Root Cause 5

Step 3: Select Potential Solutions 7

Step 4: Obtain Appropriate Buy-In 13

Step 5: Implement the Talent Solution 15

Step 6: Evaluate/Revise/Sustain 15

Module 2: Talent Management Functions

Topic 1 – Attracting, Recruiting, Selecting, and Onbaording

Attracting Talent and Employer Branding 3

2010 Hiring Reform 5

Recruiting 7

Selecting 9

Onboarding 11

Topic 2 – Career Planning

Career Planning....3
Benefits of Career Planning....3
Responsibilities for Career Planning....5
Career Paths....6
Career Planning Process....7
Career Planning Assessments....9
Individual Development Plans (IDPs)....10
Assessing Your Organization's Career Planning Process....12

Topic 3 – Succession Planning

Defining Succession Planning....3
Succession Planning Process....6
Succession Planning Checklist....7
Identifying Mission-Critical Positions....8
Selecting Candidates....10
Strategic Leadership Succession Management Model....11
Succession Planning Pitfalls....18

Module 3: Implementing, Evaluating, and Sustaining TM

Topic 1 – Implementing Talent Management

Change Management....3
TM Challenge Analysis Map....6
Key Roles in TM....7
Another Key Enabler TM....11
TM Technology....12
Types of Talent Assessments....13

Development Options 15

Topic 2 – Evaluating and Sustaining Talent Management

Evaluating the Talent Solution 2

Sustaining Talent Management.....3

Instituting TM into Key Activities and Processes.....4

Appendix