

# Succession Planning

How does it work?

# Succession Planning



What is it? And why do it?



Succession planning is the mitigating process of preparing for the loss of critical personnel in an organization. Thus, not waiting until an employee has departed before planning a successor will ensure that the role of the position remains intact-  
FROM THE 1<sup>ST</sup> DAY of the transition.



Planning for both the foreseen and unexpected absences of individuals who hold key roles in an organization is a task that we as employers often avoid or engage in only in an informal manner.

## Continued.....

- ▶ Succession planning is the process of identifying high-potential employees, evaluating and honing their skills and abilities, and preparing them for advancement into positions that are key to the success of business operations and objectives.
- ▶ Succession planning involves:
  - Understanding the organization's long-term goals and objectives.
  - Identifying high-potential candidates and their respective developmental needs.
  - Determining workforce trends and predictions.

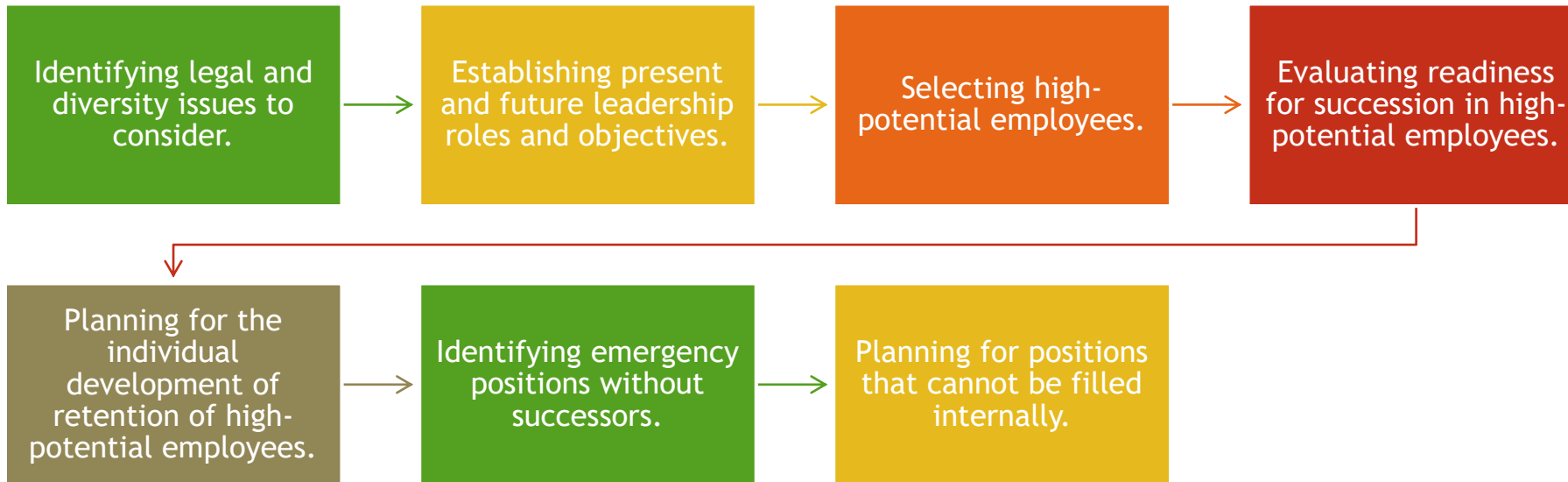
# The Importance of a Plan

## 1

An effective succession plan can help an employer:

- Avoid extended and costly vacancies in key positions and ensure the stability of business operations.
- Provide meaningful developmental opportunities for both the organization and its employees as it targets key leadership positions at varying levels.
- Help develop a diverse workforce by enabling decision-makers to look at the future makeup of the organization as a whole.

# Steps Involved in Succession Planning (How do I start?)



# What are (We) Augusta HR Doing?

Providing training opportunities....

- ▶ Communication Training
- ▶ Leadership Training
- ▶ Team Management Training
- ▶ Problem-Solving Training
- ▶ Decision Making Training
- ▶ Change Management Training
- ▶ Emotional Intelligence Training (EI/EQ)
- ▶ Conflict Management Training
- ▶ Time Management Training
- ▶ Diversity, Equity & Inclusion Training
- ▶ Mentoring & Coaching Training
- ▶ Compliance Training (Ethics, Harassment)



# The End

Anita Rookard Director of Human Resources