

Your employee is interested in learning new skills with AMA. Beyond helping you both achieve your goals, here's why that's an excellent idea.

## AMA Seminars offer your employee:

- **Extensive practice in a supportive environment.** You really can't learn new skills from an app. You need to experience it, practice it, and get personal attention to the details that make a difference. There is simply no substitute for learning by doing.
- **Feedback from experts.** Our instructors are not professors—they are practitioners in the field, focused on what works now in the real world. Participants agree instructors make a difference and have rated our faculty 4.83 out of 5 stars. What's more, your employee will be learning alongside peers from other organizations gaining insight and knowledge from other industries and expanding their professional network.
- **Tools and techniques designed to improve performance.** Our courses are instructionally designed to make a difference in performance, which is why 99% of participants report they are using what they learned back on the job after taking one of our courses.
- **An Experience.** Yes, we know two or three days seems like a lot. But dedicating that time to truly master new skills is worth the time and money. And we're not just saying that--our customers agree: 98% of participants would come back for another course.

Still feel like you can't spare your employee for a training session?  
Take a look at [our live online courses](#) which minimize time away from work.

Either way, remember that we don't lecture—we accelerate performance.

**Need help?** Contact 1-877-566-9441 or visit [www.amanet.org/8110](http://www.amanet.org/8110)

# Succession Planning: Developing Talent from Within

**Ensure your organization always has well-trained, experienced people in key positions.**

Research shows that most companies have little or no deliberate succession planning in place—and aren't fully aware of how much the lack of it can cost their organization, especially in an unstable economy. Managing the succession of talent is a vital strategic process that minimizes gaps in leadership and enables your best people to develop the skills necessary for possible future roles.

This seminar will show you how to design and implement an effective and flexible succession plan that will help your organization continue to grow and achieve its business goals.

## How You Will Benefit

- Learn to formulate strategies for attracting, retaining and developing skilled individuals
- Know how to develop future leaders from within while retaining intellectual/operational expertise
- Be able to sustain business relationships that are vital to your organization's success
- Develop a targeted approach to identify the competencies needed for specific positions
- Help increase retention by matching your company's needs with the aspirations of individuals

## What You Will Cover

- Succession planning: an overview of its importance, function and methodology
- The role of HR in setting up a succession planning system
- Forecasting future needs and strategic alignment
- Developing the succession planning process
- Building individual development plans
- Effective monitoring, measuring and follow-up processes

## Who Should Attend

Mid to senior level managers; business unit heads; human resources personnel and organizational development professionals.

## Schedule

- [2] days - \$2,195 Non Members
- [2] days - \$1,995 AMA Members
- [2] days - \$1,889 GSA

## Credits

1.2 CEU /12 SPHR/12 PHR

12 PDCs

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