

Course No. 1365

Developing Future Leaders & Succession Planning Training Course

**LEADERSHIP & EXECUTIVE MANAGEMENT
BUSINESS, MANAGEMENT & LEADERSHIP**

DURATION

5 Days

DELIVERY

Classroom



Course Overview

The Developing Future Leaders & Succession Planning Training Course is a strategic professional development program designed to help organizations identify, develop, and prepare high-potential employees for critical leadership and business roles. The course provides a structured framework for building a sustainable leadership pipeline, reducing dependency on individual leaders, strengthening organizational continuity, and ensuring that critical positions are supported by capable internal talent.

Effective succession planning is no longer limited to replacing senior executives when vacancies arise. Leading organizations treat succession as an ongoing talent management process that connects workforce planning, leadership development, performance management, competency assessment, career development, and organizational strategy. This approach enables institutions to anticipate future capability requirements, identify leadership gaps early, and prepare individuals for increased responsibility before business-critical transitions occur.

The program examines the full succession planning lifecycle, including identifying critical roles, defining leadership competencies, assessing talent and potential, establishing talent pools, developing individual development plans, creating leadership pipelines, and monitoring readiness. Participants will also explore practical methods for balancing current performance with future potential, addressing development gaps, managing career pathways, and building transparent and objective succession processes.

Particular emphasis is placed on the relationship between succession planning and organizational strategy. Participants will learn how to align future leadership requirements with business growth, transformation, digitalization, operational complexity, regulatory expectations, and changing workforce needs. The course also addresses common succession challenges such as limited internal talent pools, weak leadership pipelines, inconsistent talent assessments, bias in promotion decisions, employee retention risks, and insufficient development opportunities.

Through practical exercises, talent assessment activities, case studies, succession scenarios, and workshops, participants will develop the ability to create structured succession frameworks, evaluate leadership potential, design development pathways, and establish practical measures of succession readiness. The Developing Future Leaders & Succession Planning Training Course supports organizations in building stronger leadership continuity, improving talent visibility, retaining high-

potential professionals, and preparing future leaders for sustained organizational performance.

Objectives

- Analyze the principles, components, and strategic value of succession planning and future leadership development within the organization during the training program.
- Develop an integrated succession planning framework aligned with organizational strategy, workforce requirements, and critical business capabilities.
- Evaluate critical roles and identify positions that require structured succession coverage based on business impact, complexity, and continuity requirements.
- Apply practical talent assessment methods to distinguish current performance, future potential, leadership capability, and development needs.
- Design competency-based criteria for identifying high-potential employees and future leadership candidates.
- Improve the effectiveness of talent reviews by using structured assessment, calibration, and evidence-based decision-making approaches.
- Strengthen leadership pipelines through targeted development plans, career pathways, coaching, mentoring, and stretch assignments.
- Implement practical succession readiness measures and monitoring mechanisms to track leadership development and bench strength.
- Assess succession risks and identify capability gaps that may affect organizational continuity, critical roles, or future growth.
- Align succession planning with performance management, workforce planning, learning and development, and talent retention initiatives.
- Develop strategies for improving the transparency, consistency, and fairness of internal talent and succession decisions.
- Prepare a practical succession planning and future leadership development roadmap that can be implemented within the participant's organization.

Who Should Attend

This course is designed for executives, senior managers, human resources directors, talent management professionals, learning and development managers, organizational development specialists, workforce planning professionals, and HR business partners responsible for building leadership capability and ensuring organizational continuity. It is also highly relevant to department

heads, business unit leaders, line managers, and senior professionals who are directly involved in identifying and developing future leaders within their functions.

The program is particularly valuable for organizations seeking to strengthen their leadership pipeline, prepare successors for critical roles, improve internal mobility, retain high-potential employees, and reduce leadership continuity risks. It is suitable for government entities, ministries, public sector organizations, banks and financial institutions, oil and gas companies, energy organizations, industrial corporations, and large enterprises where leadership capability and organizational continuity are strategic priorities.

The course also benefits professionals involved in talent reviews, competency management, employee development, career planning, performance management, leadership academies, and strategic workforce planning. Executives and decision makers can use the program to establish stronger governance around succession decisions and ensure that leadership development is connected to long-term organizational strategy.

Learning Outcomes

- By the end of the course, participants will be able to:
- Explain the strategic relationship between succession planning, leadership development, workforce planning, and organizational continuity.
- Identify critical roles and evaluate the level of succession coverage required for each position.
- Define leadership competencies and success profiles for current and future organizational requirements.
- Assess employee performance, potential, readiness, and development needs using structured talent assessment methods.
- Establish practical criteria for identifying high-potential employees and future leadership candidates.
- Conduct more effective talent review and calibration discussions using evidence-based assessment practices.
- Build leadership talent pools and segment employees according to development priorities and succession readiness.
- Develop individual leadership development plans that address competency gaps and prepare employees for broader responsibilities.

- Design career pathways, mentoring arrangements, coaching opportunities, and developmental assignments for future leaders.
- Establish succession readiness indicators and monitoring mechanisms to evaluate progress and identify emerging risks.
- Integrate succession planning with performance management, learning and development, employee engagement, and retention strategies.
- Develop a practical succession planning framework and future leadership roadmap for implementation within a real organizational environment.

Course Outline

DAY 01

Strategic Succession Planning and Leadership Pipeline Fundamentals

- Fundamentals of succession planning and future leadership development
- The strategic role of succession planning in organizational continuity
- Linking succession planning with business strategy and workforce planning
- Identifying critical positions and business-critical capabilities
- Key elements of an effective succession management framework
- Leadership pipeline concepts and leadership transition stages
- Current leadership capability versus future leadership requirements
- Succession risk identification and organizational continuity considerations
- Governance, accountability, and stakeholder roles in succession planning

PRACTICAL APPLICATION

Developing a critical-role and succession-risk map for an organization

DAY 02

Talent Assessment, Potential Identification, and Talent Reviews

- Performance, potential, readiness, and leadership capability
- Competency frameworks and leadership success profiles

DAY 02 — CONTINUED

- Identifying high-potential employees using structured criteria
- Talent assessment methods and evidence-based evaluation
- Distinguishing performance from future leadership potential
- Talent review processes and calibration discussions
- Identifying strengths, development gaps, and readiness levels
- Addressing bias and improving consistency in talent decisions
- Talent segmentation and development priorities

CASE STUDY

Conducting a talent review and identifying future leadership candidates

DAY 03

Developing Future Leaders and Building Leadership Pipelines

- Designing leadership development pathways
- Individual development plans for future leaders
- Competency gap analysis and targeted development interventions
- Coaching and mentoring for leadership readiness
- Stretch assignments, cross-functional exposure, and project leadership
- Job rotation, succession assignments, and experiential learning
- Building leadership capabilities across different levels of the organization
- Supporting emerging leaders without creating unrealistic promotion expectations
- Measuring progress and development effectiveness

PRACTICAL APPLICATION

Designing a future leader development plan for a high-potential employee

DAY 04

Succession Readiness, Risk Management, and Talent Retention

- Defining succession readiness levels and readiness indicators
- Assessing immediate, near-term, and longer-term successor readiness
- Identifying succession gaps and organizational vulnerability
- Managing succession risk for critical positions
- Retaining high-potential and high-performing employees
- Career conversations and internal mobility strategies
- Aligning succession planning with employee engagement and retention
- Managing sensitive succession decisions and communication
- Succession planning for organizational transformation and changing capability requirements

PRACTICAL APPLICATION

Developing a succession risk mitigation plan for critical organizational roles

DAY 05

Succession Governance, Implementation, and Continuous Improvement

- Establishing succession planning governance and accountability
- Integrating succession planning with performance management and talent management
- Succession dashboards, metrics, and management reporting
- Measuring leadership pipeline strength and succession readiness
- Reviewing and updating succession plans as business priorities change
- Building leadership continuity into workforce planning
- Creating executive visibility over critical talent and leadership risk
- Continuous improvement of succession processes and talent practices
- Common succession planning challenges and practical solutions
- Best practices for sustaining a future leadership pipeline

DAY 05 — CONTINUED

FINAL WORKSHOP

Developing a complete Developing Future Leaders & Succession Planning Implementation Plan covering critical roles, competency requirements, talent assessment, leadership development, succession readiness, risk management, governance, and follow-up measures

Register or Request More Information

Course page: <https://quest-training.com/courses/developing-future-leaders-succession-planning-training-course>

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