



**Talent  
Development  
&  
Process**

## PEOPLE DEVELOPMENT (LEVEL 5)

Course Reference Number : TGS-2019504785 | Synchronous E-Learning | Valid from 3/2/2020 - 2/2/2024

### INTRODUCTION

This 2-day (16 hour) programme is designed to provide practical insights, know-how and skills to empower managers and senior management in building and developing their organisation's capability. Through case studies, skills practice and discussion, the participants will be equipped with new perspectives and skillsets to develop a robust and structured people development plan that will include the review of their current talent capability, develop high potential employees to meet organisational requirements, and how to engage and support line managers in their capability development.

### KEY COMPETENCIES

The programme focuses on three core competencies of leadership:

- Assess talent pool to place high potential employees in critical organisation position
- Lead managers in planning and developing of capabilities for performance
- Review talent capability development process

### TARGET AUDIENCE

Managers, heads of department and senior management with talent management and organisation development related roles and responsibilities.

WSQ Specialist Diploma Level  
Leadership and People Management Skills

## COURSE OUTLINE

### ASSESS TALENT POOL TO PLACE HIGH POTENTIAL EMPLOYEES IN CRITICAL ORGANISATION POSITION

- About Talent Management
- Talent management strategies and the development and implementation of business plans and processes
- Organisation policies and processes in accordance to codes of practice and legal and ethical considerations
- Critical positions in the organisation and vacancy risks
- Ways of assessing capabilities and capacities of talent pool
- Categorising high potential employees for placement in critical positions

### LEAD MANAGERS IN PLANNING FOR AND DEVELOPING OF CAPABILITIES FOR PERFORMANCE

- Development and career plans for high potentials
- Working with managers to build competencies for performance improvement
- Giving autonomy to managers in taking responsibilities for personal development
- Promoting employee engagement by working through managers
- Approaches in mentoring high potentials for progression and development

### REVIEW TALENT CAPABILITY DEVELOPMENT PROCESS

- Importance of reviewing effectiveness of organisational talent capability development processes
- Ways of reviewing effectiveness for areas for improvement



### COURSE FEES & FUNDING DETAILS

Full Course Fee : \$880.00 (GST \$61.60)

\* All course fees are subject to prevailing GST based on full course fee

**From 1st July 2021, Absentee Payroll will be adjusted to provide 80% of hourly salary capped \$7.50 per trainee-hour**

Funding Categories	(A) Course Fee after Subsidy	(B) Adjusted Absentee Payroll	(C) Nett Cost for GST Coy	(D) Nett Cost for Non-GST Coy
Small Medium Enterprise (SMEs)	\$149.60	\$120.00	-\$32.00	\$29.60
Non-SMEs	\$701.60	\$120.00	\$520.00	\$581.60
S'pore Citizen aged 40 & above, Long Term Visit Pass Plus Holder, working in Non-SMEs	\$149.60	\$120.00	-\$32.00	\$29.60
Self-Sponsored Singaporeans aged 40 & above, Long Term Visit Pass Plus Holder,	\$149.60	NA	NA	NA
Self-Sponsored Singaporeans aged below 40 & PRs	\$701.60	NA	NA	NA
Foreigners	\$941.60	NA	\$880.00	\$941.60

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