



HRT-047

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Course details

HRT-047

Human Resources and Training

Upcoming seminar

**€4,250.-**

Venue

Amsterdam - Netherlands

Date

15 - 19 June 2026

Course details

## Certificate in Career Development and Succession Planning

Human Resources and Training

Seminar content

### What you will learn

#### Why Attend

Career development and succession planning are essential for building future leaders, retaining top talent, and ensuring business continuity. Organizations that invest in employee growth create stronger engagement, higher performance, and readiness for key roles. This course provides participants with practical tools to design career pathways, identify high-potential employees, and develop effective succession plans.

#### Course Methodology

This course uses an interactive and practical approach through presentations, case studies, group discussions, talent assessment exercises, planning workshops, and real workplace examples.

## Course Objectives

- Understand career development principles
- Design structured career pathways
- Identify high-potential employees
- Build effective succession planning systems
- Align talent development with business needs
- Improve employee retention through growth opportunities
- Assess readiness for critical positions
- Create practical development and succession plans

## Target Audience

- HR Professionals
- Talent Management Specialists
- HR Managers
- Organizational Development Staff
- Learning and Development Professionals
- Department Managers
- Anyone involved in talent growth and succession decisions

## Target Competencies

- Career Planning
- Succession Planning
- Talent Assessment
- Leadership Development
- Strategic Thinking
- Employee Engagement
- Workforce Planning
- Decision-Making

— Seminar details

## Detailed outline

### Day 1: Putting People First in Talent Strategy

- Putting people before numbers
- People's wants from their organizations
- Organizations' wants from their people
- The war for talent
- Today's top priorities in HR
- Disengagement and the downward performance spiral
- Building a people-based strategy

### Day 2: Foundations of Career Management and Succession Planning

- Careers today: the importance of development
- Definition of career development
- The career development process and links to HR
- Essential elements in an integrated career development system
- Definition of succession planning
- Main aims of succession planning and management
- Distinguishing succession planning from replacement planning

### Day 3: Building Organizational Readiness for Development

- Promoting a development culture
- Career development as a change agent
- Roles and responsibilities in a development culture
- Role of human resources
- Role of line managers
- Role of top management
- Role of employees in development success

### Day 4: Identifying High Potentials and Career Tools

- Identifying key positions
- High potentials and high professionals

- Assessing individual potential
- Best practices to improve management of high potentials
- Spotting, developing, and retaining high potentials
- Competencies as the foundation for career development
- Building competency frameworks
- Coaching, mentoring, and career counseling services

#### Day 5: Developing Internal Successors

- Making the business case for succession planning
- Starting a systematic succession planning program
- Refining the succession planning process
- Assessing present work requirements and job performance
- Assessing future work requirements and individual potential
- Closing development gaps through IDPs
- Designing the Individual Development Plan (IDP)

#### — Dates and locations

## Available seminar dates

7 dates

#### — Presence seminar dates

| Date                  | City                    | Duration | Price    |
|-----------------------|-------------------------|----------|----------|
| 15 - 19 June 2026     | Amsterdam - Netherlands | 5 Days   | €4,250.- |
| 20 - 24 July 2026     | London - U.K            | 5 Days   | €4,200.- |
| 3 - 7 August 2026     | Munich - Germany        | 5 Days   | €3,450.- |
| 7 - 11 September 2026 | Barcelona - Spain       | 5 Days   | €3,850.- |
| 12 - 16 October 2026  | Paris - France          | 5 Days   | €4,500.- |
| 9 - 13 November 2026  | Barcelona - Spain       | 5 Days   | €4,250.- |
| 14 - 18 December 2026 | Munich - Germany        | 5 Days   | €4,250.- |

**— Online seminar dates**

| Date                  | Format      | Duration | Price    |
|-----------------------|-------------|----------|----------|
| 15 - 19 June 2026     | Live online | 5 Days   | €1,850.- |
| 20 - 24 July 2026     | Live online | 5 Days   | €1,850.- |
| 3 - 7 August 2026     | Live online | 5 Days   | €1,850.- |
| 7 - 11 September 2026 | Live online | 5 Days   | €1,850.- |
| 12 - 16 October 2026  | Live online | 5 Days   | €1,850.- |
| 9 - 13 November 2026  | Live online | 5 Days   | €1,850.- |
| 14 - 18 December 2026 | Live online | 5 Days   | €1,850.- |