Garnet
Garnet Global Training Center

GGT-HR-106

Human Resources

Succession Planning & Talent Management

تخطيط الإحلال الوظيفي وإدارة المواهب

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (management)**

Overview

This program treats Succession Planning & Talent Management as a managed system: policies, roles, resources, performance indicators and continual improvement. Build the people systems that attract, grow and keep the talent an organisation depends on. You can join a public session in one of 20 cities or live online, in English or Arabic, or bring the course in-house with examples from your own operations.

What you will be able to do

- Set up and run Succession Planning & Talent Management as a managed process with clear roles.
- Report clearly to senior management and stakeholders.
- Manage contractors, suppliers and internal customers.
- Plan resources, budgets and schedules realistically.
- Define KPIs and build simple dashboards for management.

Who should attend

HR managers and business partners, recruiters, L&D and reward specialists. It suits supervisors, section heads and specialists who manage, or are about to manage, this area.

Key topics

- HR strategy aligned to business goals
- Competency frameworks
- Labour law essentials in the region
- Metrics and HR analytics
- Engagement and retention
- Policy and process design

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

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Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Succession Planning & Talent Management: the management framework

- HR strategy aligned to business goals
- Checklists and templates to take away

Day 2 Planning, resources and budgets

- Competency frameworks
- Labour law essentials in the region

Day 3 Performance measurement and control

- Metrics and HR analytics
- Group discussion and peer review

Day 4 Risk, compliance and improvement

- Engagement and retention
- Measurement and reporting

Day 5 Management case study and action plan

- Policy and process design
- Hands-on workshop on a workplace challenge

10-day outline

Day 1 Succession Planning & Talent Management: the management framework

- HR strategy aligned to business goals
- Checklists and templates to take away

Day 2 Planning, resources and budgets

- Competency frameworks
- Labour law essentials in the region

Day 3 Performance measurement and control

- Metrics and HR analytics
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Day 4 Risk, compliance and improvement

- Engagement and retention
- Measurement and reporting

Day 5 Management case study and action plan

- Policy and process design
- Hands-on workshop on a workplace challenge

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Common mistakes and how to avoid them

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Regional and international case studies

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
11–15 Jan 2027	5-day online	Live online	English	2,950
1–12 Feb 2027	10-day classroom	Dubai	Arabic	8,950
14–18 Jun 2027	5-day classroom	Kuala Lumpur	English	4,750
19–23 Jul 2027	5-day classroom	Geneva	English	4,750
14–25 Feb 2028	10-day online	Live online	English	5,450
7–11 May 2028	5-day classroom	Jeddah	Arabic	4,750
10–21 Jul 2028	10-day classroom	Dubai	Arabic	8,950
12–16 Nov 2028	5-day classroom	Cairo	Arabic	4,750
19–23 Feb 2029	5-day classroom	Geneva	English	4,750

Dates	Format	City	Language	Fee (USD)
12–16 Mar 2029	5-day classroom	Abu Dhabi	Arabic	4,750
12–16 Nov 2029	5-day online	Live online	Arabic	2,950
3–14 Dec 2029	10-day classroom	Dubai	English	8,950
11–15 Mar 2030	5-day classroom	Dubai	English	4,750
12–23 May 2030	10-day classroom	Manama	Arabic	8,950
3–14 Jun 2030	10-day online	Live online	Arabic	5,450
9–13 Sep 2030	5-day classroom	Paris	English	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/