

# terrapi**n**

## TRAINING

Make talent  
acquisition profitable  
for your organisation

Book early!  
August 2006  
SOLD OUT



# Talent Management and Retention Masterclass

Ensuring Rapid ROI on talent acquisition

30 October - 1 November 2006  
The Rosebank Hotel, Johannesburg, South Africa

**Where champions are made**

**Each delegate will receive 2 FREE models:**

- A model for the correct use of assessments within an organisation
- A behaviourally based interview model

### Your expert course presenters



Morne Mostert  
Director  
BANETH Consulting and Business  
Solutions



Wea van Heerden  
Senior Human Capital Consultant  
Adcorp Talent Resourcing and  
registered psychometrist



Melanie Friedmann  
Founder  
Executive Alliance

- Attract the best and the brightest talent that industry has to offer
- Eliminate wrong talent at the beginning of the interview process
- Ensure you do not lose the best talent in your organisation

terrapi**n**  
B2B media

[www.terrapiinntaining.com](http://www.terrapiinntaining.com)

# Attract, recruit and retain great talent

## Course background

As corporate competition becomes increasingly fierce, the war for talent is in full swing. If you are not recruiting the top talent in the market, then your competitors are, increasing the likelihood that they will become more competitive and attract even more talent from a very limited talent pool.

Attracting and retaining top talent is no accident – it is the result of carefully considered strategies. This course has been designed to cover the most important aspects of talent management, talent sourcing, talent selection and the ever popular talent retention. With three industry expert course presenters, you will receive knowledge that is relevant and cutting edge.

By the end of the programme you will have not only strategic insight, but practical tools for ensuring your organisation attracts and retains the best and brightest the industry has to offer and ensure rapid ROI on the investment you make in your talent.

Attend this course and receive **2 FREE** models sponsored by the well known company, ADCORP. These unique models will:

- Guide you through the correct use of assessments within an organisation
- Guide you through successful behaviourally based interviews

## Your expert course presenters:

### Morne Mostert



Morne Mostert is a Director of BANETH Consulting and Business Solutions. He is a specialist Leadership and Organisational Development consultant and uses Learning and Talent Development as the vantage point for addressing business challenges. He has had leadership development responsibility for blue-chip companies in South Africa, and also brings a wealth of international experience from his work in leadership talent development in London.

Morne is on the Advisory Board of the Da Vinci Institute, a private higher education institution offering development programmes up to Doctorate level. He is also the Executive Head: Development, of BIPSA (Black Insurance Professionals of Southern Africa).

### Wea van Heerden



Wea van Heerden is a Senior Human Capital Consultant at Adcorp Talent Resourcing, part of the Adcorp Holdings group. She is a registered psychometrist with the Health Professionals Council of South Africa and has extensive experience in the organisational development field, both in South Africa and in the UK. Her area of focus is using and developing services such as position profiling, psychometric assessments and assessment centres as the vehicle for effecting organisational growth and development from the human perspective. Her experience includes the design and development of on-line profiling and assessment tools which have been used successfully both locally and abroad.

### Melanie Friedmann



Melanie Friedmann started her career in recruitment with a major personnel firm after which she joined a global search organisation. She started her own search and selection business, Executive Alliance and has successfully consulted to various market leaders across a broad range of industries. She consults, both internally and externally, in the areas of recruitment, selection, talent management and staff retention. Her clients range from medium-sized global organisations to large, blue chip companies, both locally and abroad.

## Day One

Monday 30 October 2006

## Strategic Talent Management and Talent Sourcing

Presented by: **Melanie Friedmann**

### Talent Management and Strategy

- A brief history of organisational evolution
- The varied tempo dance in a quantum world
- Leading talent magnets – what are the great companies doing?
- Developing industry muscle through competitor co-operation
- Ethics modes debate
- Mirror, mirror on the wall – managing your corporate image

### Talent Sourcing

- Living talent management plans
- Talent sourcing matrix model
- Reactive versus proactive initiatives (alumni clubs, bursar programmes, graduate recruitment, referral systems, recruitment and search partners, internal intellectual capital)
- Talent management model – “A river runs through it”
  - ▶ Where are the best rivers and pools to fish in?
  - ▶ What are they biting on?
  - ▶ Catch and release versus catch and keep

### Career management planning

### Resourcing for the talent marathon / Resourcing for ROI

## Who should attend?

- HR managers
- HR executives
- HR assistants
- Personnel managers
- Manpower managers
- Senior managers and general managers who want to improve the acquisition, managing, and retention of good talent in their business unit
- Training executives and managers
- Change managers
- Organisational development managers
- Organisational effectiveness managers
- EE and training committee members

# Great talent

## Day Two Tuesday 31 October 2006

### Talent Selection Presented by: Wea van Heerden

#### Talent Selection

- Job profiling
  - ▶ Why is it important from a legal perspective?
  - ▶ How job profiles link with other HR processes?
  - ▶ How to maximize the benefits of job profiles
  - ▶ Importance of profiling the job and not the person
  - ▶ How to decide on essential versus non-essential skills
  - ▶ How to identify the critical behavioural requirements of a role
  - ▶ What are competencies?
  - ▶ Discussion of a competency model
- Understanding assessment
  - ▶ What assessments are – definitions
  - ▶ What are important constructs in assessment?
  - ▶ Commonly used tools?
  - ▶ How to get the most out of assessment results?
  - ▶ Different categories of assessments
  - ▶ Reliability, validity and fairness
  - ▶ What are simulation exercises
  - ▶ Use of assessment centres and development centres
  - ▶ Commonly asked questions
- Expert interviewing
  - ▶ Principles of competency-based interviewing – the ACE model
  - ▶ Interview questions and the law
  - ▶ Purpose and context of an effective competency-based interview
  - ▶ Cost of poor recruitment decisions
  - ▶ Benefits of an effective interview
  - ▶ Impact of interviewing and recruitment on retention
  - ▶ Employer branding during the selection process
  - ▶ Types of interviews
  - ▶ What questions not to ask
  - ▶ Interviewing “traps”
  - ▶ Closing the interview
  - ▶ Rating answers
  - ▶ Motivational fit
  - ▶ Practical exercises: preparing and conducting an interview

## Day Three Wednesday 1 November 2006

### Strategic Talent Retention and Career Management Presented by: Morne Mostert

#### Talent Retention and Career Management

- Talent leadership
  - ▶ How to manage talented employees
- Coaching and Mentoring
  - ▶ Best practice in ensuring performance success
- Succession planning
  - ▶ Ensuring talented leadership for the future
- Accelerated Development Programmes
  - ▶ Speeding up the learning curve for talent
- When talent goes wrong
  - ▶ Managing poor performance and resistance
- Addressing career aspirations
  - ▶ Creating a realistic vision for growth
    1. Creating expectations
    2. Managing expectations
    3. Keeping your promises
- An integrated, comprehensive model for talent management
  - ▶ Tools for reviewing your talent management

### Attend this 3 day masterclass and you will:

- Learn how to successfully retain talented staff
- Understand cost implications of acquiring bad talent
- Learn best practice techniques for talent sourcing
- Get the best results out of your staff
- Know the legal implications in the interview process
- Experience the ACE Model and its techniques
- Grow your talent to maximise benefits
- Gain an effective strategy for career management

### About Terrapinn Training

Terrapinn Training provides high level management education courses for business across a rapidly expanding global network. In 4 countries worldwide, Terrapinn Training draws on a faculty of international experts, comprising some of the world's foremost management thinkers and leading authorities. Our qualified team of experts cover the core skills of strategy, management, finance, marketing, women in management, secretarial development, legal and information technology.

Terrapinn Training is a member of Terrapinn Limited, a world leader in the provision of business information.

### Our quality assurance

To ensure all participants receive effective training, the number of participants attending courses is strictly limited, facilitating a highly participative course of maximum benefit to each attendee.

Terrapinn Training's commitment to quality is your assurance of total satisfaction. If you are not satisfied that this course has met your professional needs, you will be entitled to attend another course of similar value.



### Course documentation and certification

All delegates receive comprehensive course documentation for future reference. On successful completion of this course all delegates will be awarded a **Terrapinn Training Certificate**.

### Course Schedule

<b>Registration:</b>	🕒 8:00 am
<b>Course Begins:</b>	🕒 8:30 am
<b>Morning Break:</b>	🕒 10:00 am
<b>Lunch:</b>	🕒 12:30 pm
<b>Afternoon Break:</b>	🕒 3:00 pm
<b>Close:</b>	🕒 5:00 pm

