

TRAINING SYLLABUS

Talent Management Specialist



Overview

In today's fast-changing world of talent management, staying ahead with the latest strategies and best practices is essential for growth and impact. The Talent Management Certification program offers a specialized pathway designed to strengthen your expertise and expand your influence, with guidance from experienced leaders in the field. Earning this certification demonstrates your dedication to advancing the talent management profession and sets you apart in a highly competitive environment. It opens the door to new opportunities and empowers you to take your career to the next level.

	Format	Online
	Language	English & French & Arabic
	Duration	90 days
	Accredited By	Best Places to Work Academy
	Digital certificate upon completion	
	Reading materials	



Learn skills and take your career to the next level

Learning Objectives:

- ✓ Master contemporary talent management strategies to attract, develop, and retain top talent.
- ✓ Apply best practices in workforce planning and succession management to ensure organizational readiness.
- ✓ Strengthen your influence as a talent management professional through leadership and stakeholder engagement skills.
- ✓ Implement data-driven approaches to optimize talent decisions and outcomes.
- ✓ Advance your career and professional credibility by demonstrating expertise and strategic impact in talent management.

Who Should Attend

- HR professionals seeking to deepen their expertise in talent management.
- Talent Management and Learning & Development specialists aiming to enhance their strategic impact.
- Managers and team leaders responsible for driving employee performance and development.
- Business professionals aspiring to build future-ready talent strategies.
- Anyone interested in strengthening their skills in workforce planning, succession, and performance management.





Course Structure

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- Module 1:** Job Analysis – Understanding roles and responsibilities
 - Module 2:** Competency Mapping – Identifying and aligning skills with business needs
 - Module 3:** Performance Management – Managing and evaluating employee performance
 - Module 4:** Balanced Scorecard – Linking strategy to measurable outcomes
 - Module 5:** HR Assessment Centers – Tools and techniques for evaluating talent
 - Module 6:** OKRs – Setting and tracking objectives and key results
 - Module 7:** Succession Planning – Building a pipeline of future leaders
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Grow your skill set

- ✓ Go to www.bestplacestoworkfor.org/trainings
- ✓ Select your training and click the Enroll button
- ✓ Fill out your (company) billing address and payment details
- ✓ Happy learning!



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Unlock your potential with the Best Places to Work Academy, the official training and certification arm of the **Best Places to Work (BPTW) program**. Our academy is designed for professionals who want to enhance their expertise in workplace culture, HR practices, and employee engagement.

Through our comprehensive programs, participants gain practical knowledge and actionable skills that can be applied immediately in their organizations. Whether you're an HR professional, team leader, or aspiring manager, our training empowers you to drive positive change and contribute to building award-winning workplace environments.