

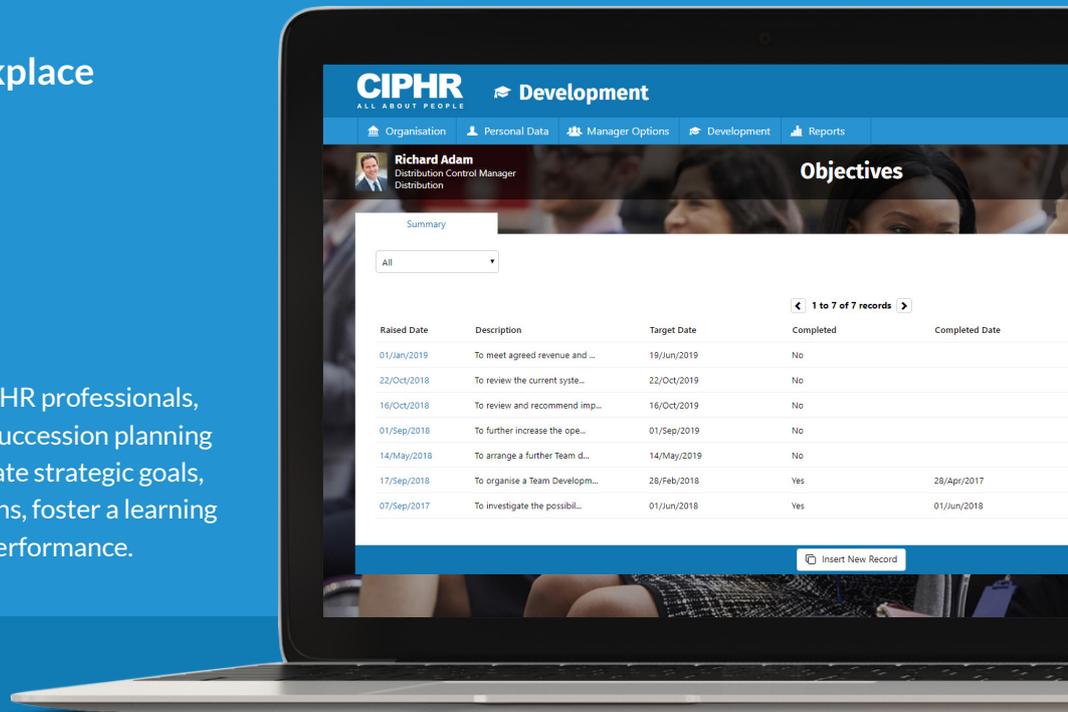
Talent management and succession planning

CIPHR
ALL ABOUT PEOPLE

Helping you build a high-performance workplace

- ✔ Objectives
- ✔ Reviews
- ✔ Succession planning
- ✔ Nine-box grid
- ✔ Flight-risk management
- ✔ Reporting and dashboards

Designed by HR professionals, for HR professionals, CIPHR's talent management and succession planning functionality helps you communicate strategic goals, better manage career conversations, foster a learning culture, and report on employee performance.



Benefits

- Gain a deeper knowledge and understanding of your people: their needs, personal goals, strengths and weaknesses
- Identify and anticipate staff training needs, helping you to retain talented employees
- Performance and review information is more secure and easier to audit than information kept in emails, spreadsheets, and other insecure files
- Automated workflows will ensure your performance management processes are always on track, with appraisals and reviews carried out on schedule
- Robust review and objective-setting processes will help you develop employees' potential in line with strategic organisational goals – boosting productivity and improving employee happiness and engagement
- Better talent management adds value to your employer brand, and contributes to diversity management
- Nine-box grid helps you to identify those ready to advance to a new role and those people who need additional development and support
- Highlight individuals and roles at succession risk with the flight-risk grid, based on risk and impact ratings, to help you identify and build critical talent pools in advance
- More intelligent succession planning will help you fill critical vacancies more quickly, and increase the number of roles you can fill with internal candidates
- Integrates with CIPHR's people management functionality to deliver more accurate data, helping you make more intelligent, evidence-based decisions
- Links with CIPHR Learning, CIPHR's learning management system, to help you holistically develop your people
- Addresses three of the four elements of the 'talent loop' – develop, manage and evaluate



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Features

Objectives

- Create as many organisational goals as you need
- Link employee objectives to company-wide goals via a drop-down menu
- Objectives can also be linked to development needs, job requirements and skills
- Track progress against objectives by recording a percentage value, recording the date of update, and add comments against each update
- Report on progress of employee and organisational objectives

Reviews

- Create multiple forms and form types, such as appraisal or performance rating
- Create a base form for all involved in the review process to complete – such as employees, peers and managers – and then add additional questions that are tailored for various audiences
- Question formats include text, drop-down list, range, multi-select, ordered list, star rating, and more
- Choose to define regular review periods, or use these forms on an ad hoc basis
- You decide who starts the review process: employees or managers
- You choose what elements to include in each review form, such as objectives, nine-box grid, peer review, development needs, and flight-risk level
- Ratings of employees' potential and performance feed into a nine-box grid of your top performers
- This tool can also be used to create electronic forms for processes such as check-ins, exit feedback, and probation reviews

Flight-risk management

- Highlight individuals and roles at succession risk
- Identify and build critical talent pools

Dashboards

- Create dashboards to easily analyse data about different employee groups, such as direct reports, teams and all employees
- Different reporting views for line managers and HR users
- Choose to report on the key metrics that matter most, whether that's kudos points, development needs, or skills: you're in complete control of the dashboard
- Visual 'traffic light' representation employees' performance against objectives, and of key milestones
- Filter reports by review type
- View needs, skills, objectives and more, straight from the employee dashboard
- Talent dashboard for HR users and managers only enables you to see completed reviews of all types, including those outstanding or pending, the nine-box grid, and a flight-risk grid

Succession planning

- Visualise your top talent by inputting performance and potential ratings, which feed into the nine-box grid
- Identify and build talent pools for business-critical roles
- Auto-populate talent pools with a role's direct reports, if those people satisfy your minimum nine-box grid criteria (criteria are specified by you)
- Add employees from elsewhere in the organisation to specific talent pools
- Manually specify a person's readiness for a new role
- Dashboards show overview information as well as detailed performance rankings, flight risk status, performance results, and potential rankings
- Tool for HR users and line managers: managers can only see information about their direct reports. HR users can add non-direct reports to a role's talent pool manually