

Specification of Competency Standards for Human Resource Management

Unit of Competency

Title	Determine key roles for succession planning and the required competencies
Code	106997L6
Range	Determining key roles in the organisation and the required competencies to create competitive advantage and sustainable development of the organisation. This applies to the identification of the required competencies on key roles in different job families in respective operating markets and jurisdictions and a variety of competency areas to enable the organisation to meet opportunities, challenges and potential changes in the industry, with the involvement of senior management and managers.
Level	6
Credit	6
Competency	<p>Performance Requirements</p> <ol style="list-style-type: none"> 1. Knowledge in the Subject Area <ul style="list-style-type: none"> • Understand the industry and business environment, as well as workforce movement and development trends for succession planning • Understand the importance of succession planning to the long-term growth of the organisation 2. Applications and Processes <ul style="list-style-type: none"> • Engage managers to update job descriptions with the required competencies on each identified key role • Develop a forum of internal social networks for effective sharing of knowledge among employees • Consolidate the requirements of each key role into a formal competency framework and review it on a regular basis 3. Professional Behaviour and Attitude <ul style="list-style-type: none"> • Engage senior management and managers to obtain their endorsement to the identified key roles • Align with the wider organisation on the criteria of key roles
Assessment Criteria	<p>The integrated outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Identification of the required competencies on key roles in the organisation. • Engagement with major stakeholders to for multiple sources of input, ownership and quality of succession planning.
Remark	