

Specification of Competency Standards for Human Resource Management

Unit of Competency

Title	Select potential successors and assist them in developing individual development plan (IDP) consistent with succession roles
Code	106998L5
Range	Selecting and developing potential successors. This applies to the process of selection and development of potential successors in respective operating markets and jurisdictions for formation of a right mix of critical talents for the organisation.
Level	5
Credit	5
Competency	<p>Performance Requirements</p> <ol style="list-style-type: none"> 1. Knowledge in the Subject Area <ul style="list-style-type: none"> • Understand assessment methodologies and criteria for identifying potential successors 2. Applications and Processes <ul style="list-style-type: none"> • Select appropriate assessment methodologies to identify potential successors • Analyse human capital inventory of the organisation and search for potential talents, both internal and external, to fill the succession roles • Select potential successors based on an agreed set of criteria • Match competency required on each key role with internal and external talent pool to effectively identify potential successors • Identify competency gaps of potential successors for formulation of IDPs • Facilitate career development discussion with managers and potential successors on setting performance goals, defining development areas and identifying appropriate interventions 3. Professional Behaviour and Attitude <ul style="list-style-type: none"> • Proactively involve senior management in the selection and development process of potential successors • Obtain commitment from potential successors to their IDPs by highlighting career opportunities and performance expectations
Assessment Criteria	<p>The integrated outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Implementation of assessment for selecting potential successors in accordance with predefined criteria (e.g. sustainable performance and achievements, leadership competencies, commitment to organisation, career aspiration). • Provision of assistance in developing IDPs consistent with succession roles for potential successors.
Remark	