

SUPPORT YOUR TEAM!

10 tools to help business owners, managers and supervisors encourage innovative and passionate employees

TOOL 8 of 10

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Future focus

Consider this ...

When considering the future of your company don't overlook the talent that's budding right under your nose. **Succession planning** is a great way to prepare for a successful future while providing your current employees with the opportunity to find their dream job within the company. Involve your employees in the planning process. Be creative and find ways to make the goals of the company align with those of your team.

TAKING A GOOD LOOK INTO THE FUTURE CAN TRULY PREPARE YOU TO LEVERAGE ALL THE TALENT YOU ALREADY HAVE IN-HOUSE.

TOOL OVERVIEW

Today, your organization is running smoothly. Everyone seems to be a great fit for the role they're in and productivity is high. **But the question is, what's next for your team? Where do your employees go from here?**

Employees may not even realize there is a place for them within the company in the future. As a result, you will have to take the time to show your team just how they can grow with the organization while meeting all their future goals!

Google this: *career planning*

Career Planning 101

Ask each employee for their five year plan.

Take a moment to find out each employee's dream job and professional goals. Make sure this information is written down and reviewed regularly for progress.

Offer suggestions for professional development.

You know what it will take to advance within the company. Make sure you share this information with your team and motivate them to get prepared.

Offer job shadowing days to each employee.

Let employees decide the skills they are interested in developing. Be sure to get feedback on their experience.

Encourage mentorship within the workplace.

Once you know your employee's future goals take some time and introduce them to those within the company that can offer them guidance and advice.

Embrace internal promotion

Start a formal **Internal Promotion Program** and make sure every staff member knows how to access it. When internal applicants are unsuccessful be sure to explain how they can be better prepared in the future.

Reality Check

It's important to help your employees identify a job they can be passionate about through **career planning**. Show your staff that there will always be a place for them on your team. Don't, and you may find out they are climbing the ladder to success with another company!



Failing to plan is planning to fail!

Google this: *employee goal setting*

Want more? Check out this great read!

Motivation and Goal Setting: How to Set and Achieve Goals and Inspire Others by Jim Cairo

View it online @ <http://www.amazon.com/Motivation-Goal-Setting-Jim-Cairo/dp/1564143643>

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January 2012