

Happy New Year!



Succession Planning

Presented by Sara Beckham, MA
A 3-hour seminar you can't miss!

Details

About the trainer



Sara Beckham, MA
TGC Associate Trainer

Sara Beckham specializes in job analysis, employee selection and assessment, performance appraisals, and focus group facilitation. Her background in Industrial - Organizational Psychology offers a unique perspective to human resource management. Beckham has earned her Master's Degree in Industrial-Organizational Psychology at the University of Waikato in Hamilton, New Zealand, and Bachelors of Arts in Psychology from William Jewell College in Kansas City, Missouri.

\$119/person with payment at registration

Succession planning doesn't have to be limited to management positions. An effective succession planning effort also looks at the needs for critical backups and individual development in any job category—including key people in the professional, technical, sales, clerical, and production ranks. This dynamic 3-hour session will include:

- What is succession planning?
- Assessing your needs
- Steps to a successful plan
- Best practices
- Creating a strategy



August 17, 2011

9:00am to 12:00pm

Location: 711, H Street, Ste 150. This building is located on the corner of H and 7th. Please look for the Marriott Hotel as a landmark.

Parking: There is meter parking along H Street, and garage parking between 6th and 7th on H Street.

Substitutions: Seats are confirmed once registration is received. If you are unable to attend please feel free to send an alternate.

Payment: Payment is due by seminar date. For your convenience, we accept Visa, MasterCard and American Express.

Refunds: TGC will issue a full refund if we receive your **written** cancellation **3 business** days prior to the seminar date.

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