



Business Succession Planning Training Course Outline

Foreword:

The loss of valuable leadership can cripple a company. Business succession planning is essentially preparing successors to take on vital leadership roles when the need arises.

Whether it is preparing someone to take over as the sole proprietor of a small business or a position of leadership in a corporation, business succession planning is essential to the long-term survival of a company. This course will teach you the difference between succession planning and mere replacement planning and how to prepare people to take on the responsibilities of leadership so that the company thrives in the transition.

<p>Business Succession Planning Training Course Part 1 Succession Planning Vs. Replacement Planning</p> <ul style="list-style-type: none"> • What is Business Succession Planning? • What Is Replacement Planning? • Differences Between • Deciding What You Need 	<p>Business Succession Planning Training Course Part 2 Preparing for the Planning Process</p> <ul style="list-style-type: none"> • How to Set Parameters for the Planning Process • Should You Establish a Committee? • How to Gather Operational Data • How to Set Parameters for the Planning Process • Should You Establish a Committee? • How to Gather Operational Data
<p>Business Succession Planning Training Course Part 3 Initiating Process</p> <ul style="list-style-type: none"> • Develop a Mission Statement • Develop a Vision Statement • Choosing to Be a Mentor 	<p>Business Succession Planning Training Course Part 4 The SWOT Analysis</p> <ul style="list-style-type: none"> • Identifying Strengths • Identifying Weaknesses • Identifying Opportunities • Identifying Threats
<p>Business Succession Planning Training Course Part 5 Developing the Succession Plan</p> <ul style="list-style-type: none"> • Prioritise What the Succession Plan Will Address • Set Goals and Objectives • Develop a Strategy for Achieving Goals • Draft the Plan 	<p>Business Succession Planning Training Course Part 6 Executing the Plan</p> <ul style="list-style-type: none"> • Assign Responsibility and Authority • Establish a Monitoring System • Identifying Paths • Choosing Your Final Approach

Contract Trainers Australia

Professional Trainers supporting
Training Departments
Project Teams &
Training Companies across Australia



0488 098 778

enquiries@contracttrainers.com.au
contracttrainers.com.au

Business Succession Planning Training Course Part 7 **Gaining Support**

- Gathering Data
- Addressing Concerns and Issues
- Evaluating and Adapting

Business Succession Planning Training Course Part 8 **Managing the Change**

- Developing a Change Management Plan
- Developing a Communication Plan
- Implementing the Plans
- Providing Constructive Criticism
- Encouraging Growth and Development

Business Succession Planning Training Course Part 9 **Overcoming Roadblocks**





- Common Obstacles
- Re-Evaluating Goals
- Focusing on Progress

Business Succession Planning Training Course Part 10 **Reaching the End**

- How to Know When You've Achieved Success
- Transitioning
- Wrapping it All Up

Business Succession Planning Training is one of the Professional Development Training Courses delivered by **contract trainers** in Brisbane, Sydney, Canberra, Melbourne, Adelaide and Perth.

Web links:

-  [Quick quote](#)
-  [View Public Class Schedule](#)
-  [Quick enquiry](#)
-  [Visit contracttrainers.com.au](http://contracttrainers.com.au)

Phone : 0488 098 778 www.contracttrainers.com.au

With 300 trainers Australia wide we can provide a trainer to meet your needs.