



## Talent Management Systems Overview

### What is Talent Management?

There are many definitions of talent management. Some are narrowly focused on the practices of developing employees. At Human Capital Growth, we take a comprehensive view on talent management. This ensures that the reciprocating relationships among the various HR practices are addressed. We define talent management as the practice of hiring, developing and managing a workforce, and creating a work environment where talent can thrive and be productive.

### The Model of Integrated Talent Management

Here are the major components of an integrated talent management system. Review the following pages for a brief summary of each system.





	<b>System</b>	<b>Description</b>
<b>Workforce Staffing</b>	<b>Job Analysis &amp; Competency Modeling</b>	Job analysis is the systematic study of jobs. The process allows for defining the knowledge, skills, and abilities needed to perform the job effectively. Job analysis information serves as the foundation for all strategic talent management work. It connects organizational strategy and work outcomes by providing a clear understanding of the required job behaviors, the human characteristics required to perform the activities, the context in which the job is performed, and the outcomes of the job.
	<b>Talent Acquisition</b>	Talent acquisition is a process of attracting the best talent to apply for an open position. It is a newer term for recruiting that signifies a strategic focus on identifying job candidates whose skills are aligned with the long and short term needs of the organization.
	<b>Employee Selection</b>	Employee Selection involves the assessment and identification of candidates who best fit the position requirement and the organizational culture. The process involves strategies to assess job candidates efficiently, ensure fair treatment of employees, fair outcomes and predict the probability of success in their target role.
	<b>Onboarding</b>	Onboarding is the process of assimilating new hires to the organization and their work teams. It involves a series of activities that occur over an extended period that include learning about the core purpose of the organization and building enabling relationships.
<b>Workforce Development</b>	<b>Training &amp; Development</b>	Training and development is the process of acquiring or enhancing knowledge, skills and abilities to prepare the workforce to achieve higher levels of productivity and effectiveness. It involves providing employees with structured methods to gain new skills and opportunities to practice the skills in their jobs.
	<b>Leadership Development</b>	Leader development refers to the activities related to improving the competence of those who play leading roles in organizations. It involves identifying those who have the potential to lead and supporting their growth through the right set of training and experiences.
	<b>Career Planning</b>	Career planning is a bundle of activities that helps prepare employees for advancement within their current organization. The process includes helping employees formulate a future career plan taking into account their interest, skills and opportunities within the organization. It involves assessing the employee’s strengths and interests, mapping a career path that aligns with the organization’s workforce requirements, providing support and guidance, and channeling development effort towards the goals.
	<b>Program Evaluation &amp; HR Metrics</b>	Program evaluation (PE) is at the heart of practicing evidence-based talent management. It refers to the process of assessing the impact of an intervention by gathering data to compute the right HR metrics. The process involves developing hypotheses about expected outcomes, collecting data to assess the impact and analyzing results to identify areas for improvement.



Workforce Management	<b>Performance Management</b>	Performance management (PM) is the process in which individual efforts and outcomes are evaluated against organizational expectations. The purpose of performance management is to motivate employees and align individual performance with the organization’s business objectives.
	<b>Compensation &amp; Total Rewards</b>	The compensation process is a motivational tool used for administering rewards, recognizing employees and retaining talent. The focus is on ensuring internal and external equity in pay and administering rewards packages. This process also serves as an important mechanism to communicate what is valued by the organization. Effective compensation process allows the organization to maintain a competitive position in the employment market.
	<b>Workforce Analytics &amp; Planning</b>	Workforce planning is a systemic approach used for assessing current workforce utilization. The process requires determining priorities and allocating resources (people, capital, or materials) where they can do the help the most. It involves forecasting future staffing needs such that the right talent is available for the right roles at the right time and at the right cost.
	<b>Succession Planning</b>	Succession planning is the process of replacement or transition planning of leadership positions and critical roles. It involves identifying future candidates based on their projected capability to grow beyond their current role. This activity is often performed in conjunction with the strategic planning process and takes a long-term view on the organization’s talent needs.
Organizational Effectiveness	<b>Organizational Culture &amp; Change Management</b>	Global competition, new markets, and disruptive technologies are just a few elements that create a need for change. Change management refers to the practices that help adapt to internal and external forces which threaten organizational growth and sustainability. The practices help enable organizational transformation through an appropriate focus on the organizational culture and the drivers of change.
	<b>Team Effectiveness</b>	Team effectiveness refers to the process of diagnosing teams or structuring new teams for increased efficiency and effectiveness. It involves addressing team processes such as backup behaviors, mutual sharing, and team mental models. Team effectiveness can also be promoted through appropriate selection and training of team members and team leaders.
	<b>Employee Engagement</b>	Experts define engagement as a positive attitude held by employees towards their work and their organization. It creates a feeling of enjoyment and motivation leading to increased productivity. Building an engaged workforce relates to promoting employee satisfaction and commitment to the organization. It requires isolating the drivers of employee motivation, satisfaction and commitment, and designing programs to advance these outcomes.
	<b>Work Design</b>	Work design or job design is the process of structuring jobs to satisfy the motivational needs of employees while optimizing work outcomes. Jobs are the foundation to a business process and the building blocks of an organizational structure.