# How To:

## Create a Leadership Development Program for High Potential Employees

high potential employees – those who possess skills necessary to thrive in management and senior roles. Developing strong leaders requires a well-crafted program that focuses on specific skills relevant to your organization. EBSCO has outlined the steps needed to create program that will help your high potential employees reach their full potential.

Many companies are focusing their leadership development training on their



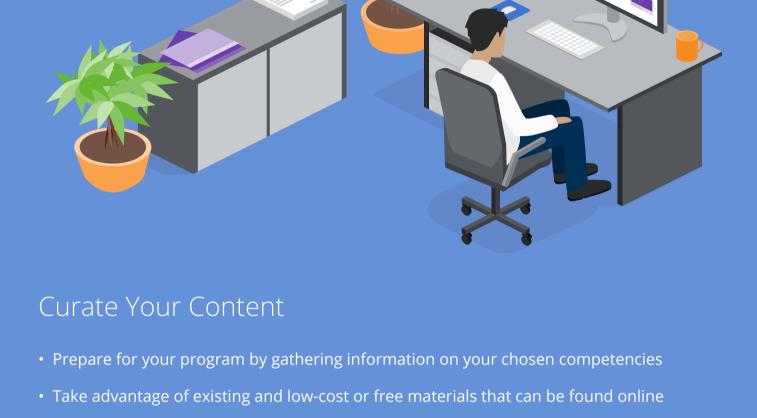
#### improve upon – focus on soft skills such as communication, innovation and conflict resolution

- Choose competencies that align with your company's mission statement
  Create a list of 8 to 12 competencies that will be the focus of your program
  Make sure that your list of competencies is broad enough that it is inclusive, yet not so
- broad that it is overwhelming



### Chose employees who represent each of your company's departments

• Speak with senior managers to get feedback on which employees they believe are high



with concise and actionable lessons

• Invest in a corporate learning tool, such as *Accel5*™, to help supplement your program

Prepare Your Audience

A week before your program begins, assign pre-work to those attending

Send out any helpful reading or videos that will relate to the content of your program

Make sure that the pre-work is quick to complete and engaging for your audience, such as the lessons found in *Accel5*Ask attendees to complete a personal improvement plan (PIP) to self assess how they believe they rank for each competency

# employees will be behind on their work. Two to five days is an effective amount of time Create a "buddy" program where each attendee is matched with a counterpart to hold them accountable Check in with your audience throughout the program to ensure they are moving toward

the intended goals

Hold Your Program

• Schedule your program during a "slower" part of the year – consider that you don't want

• Make sure that your program is long enough to be effective, but not so long that

to distract employees a week before their fiscal year ends

- Follow Up

   Immediately after the program has concluded, give attendees access to a corpora learning solution, such as Accel5, to help them continue their development
- and review their improvements
  About a month after the program, check in with the high potential employees to see if

• Once you have run your program multiple times, send out another company-wide

- survey and review the results
- Conclusion accel5

A leadership development program for high-potential employees is an exciting way for your company to improve and focus on the future. Supplement your program with *Accel5*, which offers lessons on the most popular business competencies from top thought leaders. Use these book summaries, videos and articles before, during and after your program. Request a free trial today.