Slide 1

Personnel Development Programs
Sustaining Growth

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NECANOW 2025
A LEADERSHIP & PERSONAL DEVELOPMENT CONFERENCE

Slide 2

AGENDA

Are We Prepared for Change

What is a Personnel Development Program

Identifying the Needs and Goals

Design & Implementation

Tracking Progress & Measuring Impact

Slide 3

An Ounce of Sweat…..

Complacency & Apathy = Business Collapse

Slide 4

Resilience Starts with Training

- The Level of Training Determines the Level of Success

- A Culture of Growth and Training is the Making of Success

- The Standards Set in "Easy" Times Will Be the Make the "Hard" Times Easier

- Training of the Mind is as Important as Training the Body

TODAY I WILL DO WHAT OTHERS WON'T, SO TOMORROW I CAN ACCOMPLISH WHAT OTHERS CAN'T.
– Jerry Rice

"We don't rise to the level of our expectations; **we fall to the level of our training**."
– Archilochus

"**Who you are on a daily basis is who you are when you compete**. If you want to be a champion, you have to have the mindset of a champion every day."
–Jerry Ingalls, Olympic Weightlifter

"War makes extremely heavy demands on the soldier's strength and nerves. **For this reason, make heavy demands on your men in peacetime** exercises."
– German Field Marshall Erwin Rommel

"If you are going to win any battle, you have to do one thing. You have to make the mind run the body. Never let the body tell the mind what to do... **the body is never tired if the mind is not tired.**"
– General George S. Patton Jr.

Slide 1

Are We Prepared for Change?
Current Skills Gap Puts Your Future At Risk!

Slide 2

Are We Prepared for Change?

What is Upskilling?

What is Reskilling?

Benefits of Upskilling

Morale, Recruitment, Retention, Satisfaction, Productivity, Brand Reputation

Cost to Train vs. Cost to Recruit

$4,425 Average Cost of Hiring a New Employee*

$1,300 Average Cost of Upskilling Employee**

*World Economic Forum, 2019
**Associate for Talend Development, 2019

PRIORITIZING UPSKILLING & RESKILLING

CHALLENGES
Upskilling reduces turnover as generation X and millennial employees are more likely to leave due to lack of career progress.

60% of employees believe their current skill set would be out-dated in the next 3-5 years

In the next few years
54% of employees will require upskilling to meet the changing demands of their jobs

46% of those in mentoring programs said their mentoring experience positively influenced their desire to stay at their company.

94% of employees would stay longer if their company invested more in learning

MENTORING SOLUTIONS
Leverage the knowledge and experience of your teams with skills-based mentoring programs in areas such as Sales, Technology, IT, and Executive/Leadership.

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Slide 3

Current State

Factors Creating the Current Skills Gap

Aging Workforce

38% of workforce within 5-years of retirement

Average Age 59.3

Perception of Trade Jobs

Historic Emphasis on "traditional" education and 4-year degrees

Economic Factors & Reactive Effects

Recession – Cost Cutting vs. Efficiencies to Improve Profitability

BOTTOM LINE UP FRONT: TECHNOLOGY, INDUSTRY, AND THE ECONOMY ARE CHANGING

WHY SHOULD YOU INVEST IN YOUR EMPLOYEES?

250% STUDIES HAVE SHOWN THAT ORGANIZATIONS WITH A CAREER DEVELOPMENT PROGRAM DEMONSTRATE UP TO **250%** HIGHER PRODUCTIVITY. SCALES, 2012

86% OF BUSINESS & HR LEADERS BELIEVE THEY DON'T HAVE AN ADEQUATE LEADERSHIP PIPELINE. DELOITTE, 2014

RETENTION IS **25%** HIGHER FOR EMPLOYEES WHO HAVE ENGAGED IN COMPANY-SPONSORED MENTORING. DELOITTE RESEARCH BRIEF, 2012

THE ROI FOR COMPANIES THAT INVEST IN COACHING IS **7 TIMES** THE INITIAL INVESTMENT. PRICEWATERHOUSE COOPERS, 2011

51% ONLY **51%** OF EMPLOYERS FEEL CONFIDENT ABOUT RETAINING TOP TALENT AS THE ECONOMY IMPROVES. WORLD AT WORK RESEARCH STUDY, 2012

13% ORGANIZATIONS WITH EXCELLENT CULTURAL SUPPORT FOR COACHING HAVE **13%** STRONGER BUSINESS RESULTS. BERSIN, 2011

CHRONUS

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What is a Personnel Development Program?
The Framework for Growth

Personnel Development Program – Def.

Purpose:

Personnel development programs aim to *empower employees* to reach their full potential, <u>contribute more effectively to the organization, and **meet evolving job requirements**</u>.

Unlike one-off training sessions, a development program encompasses a wide range of activities and resources designed to enhance employees' skills, knowledge, and abilities, both for their current roles and future career aspirations.

Scope:

These programs can encompass a wide range of activities, including **training, mentoring, coaching, and career planning**.

Benefits:

•increased employee engagement, improved job performance, higher retention rates, and a more skilled and adaptable workforce.

Examples:

Onboarding and orientation

Skills training

Professional development

Leadership development

Coaching and mentoring

Succession planning

Identifying Needs & Goals

Knowing is Half the Battle

Finding the DNA of your Organization

Review Organizational Strategy

Identify Roles Required to Achieve Business Goals

Categorize Skills for Each Role

Categorize Current Skills Within Organization

Contrast Categorized Skills

Design & Implementation

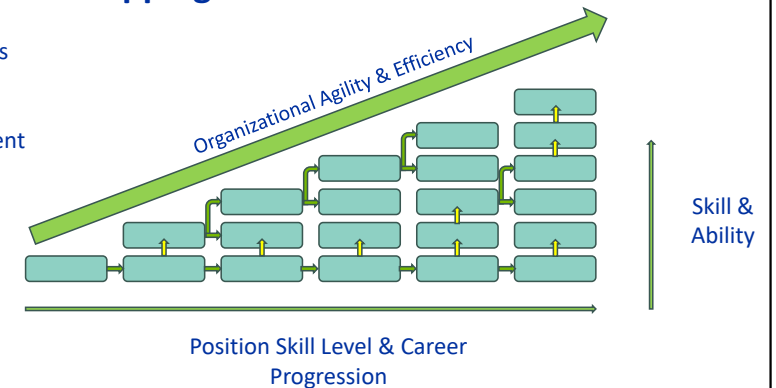Creating Success as a Process

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Building The Program

Establish Business and Educational Goals

Enlarge Service Package, reduce timelines, improve quality, employee proficiency, skill & capability development for "bench", improve employee engagement investment and retention

Career / Skills Mapping

End State and Continuity Planning

Sustainability of Upskilling Program

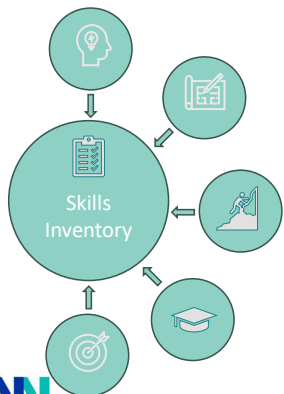Process to Continually Assess and Refine Upskilling Program

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Skills / Career Mapping

→ Dependent Skills
⇧ Development

↳ Skill Advancement

Derivative Skills Development

Organizational Agility & Efficiency

Skill & Ability

Position Skill Level & Career Progression

Skills Inventories

Team Member	Skill 1 Proficiency	Skill 2 Proficiency	Skill 4 Proficiency	Skill 4 Proficiency	Skill 5 Proficiency	Member Score
Tom	1	1	3	3	4	12
Dick	3	4	1	2	4	14
Harry	1	1	4	2	3	11
Jane	2	2	2	4	1	11
Joe	1	3	3	1	2	10
Total Proficiency	8	11	13	12	14	

Level of Proficiency	
1	No Experience
2	Little Experience / No Training
3	Experienced & Trained
4	Expert Trainer

Required Profficiency	
Min	10

Position Based Training Resource Mapping

Build for Each Position & Skill Level

Define Required Skills

Define Inputs

Internal or External Resource

Estimate Costs Management

Plan For Continual Learning

Use Same Matrix to Maintain Training Record of Each Employee

Record date training completed

Estimator 1

Skill	Source	Training Medium	Frequency	Cost
Soft Skills				
Communications	LinkedIn Learning	Online	course	$0
Collaboration	LinkedIn Learning	Online	course	$0
Public Speaking	3rd Party	Classroom	single class	$100
Technical Skills				
Duct Bank Design	Manufacturer	Classroom	3/24/2024	$0
Estimation Lvl 1	NECA	Online	O/O	$100
NEC 2023	Manufacturer	Classroom/Online	Annual	$0
Proffessional Skills				
Time Management	Internal / Mentor	Office/Remote	Weekly	$0
Budgeting	Internal	Classroom	Annual	$0
Analytics	3rd Party	Classroom	Quarterly	$200
Managerial Skills				
Leadership	LinkedIn Learning	Online	1/11/2024	$100
Conflict Resolution	Internal	Mgr Lead	Annual	$0
Critical Thinking	Third Party	Online	1/6/2024	$100

Building a Personnel Development Program

Course Design
- Content, Duration, Location, Schedule, Instruction
- Focus on how intended learner assimilates information
- Timeframe vs. time available
- Progression
- Continuity
- Track follows career/skills map to delivers necessary skills base
- Map Topics & Sub-topics
- Check on Learning, Practical Exercises
- Clear course path and milestones
- **Realistic Scope**
- Training should be incremental and cumulative (builds on itself)

Ensuring Success of Your Program

Leadership is Key

Keep message Employee Centric

An organizational culture of a growth mindset

Meaningful communication

Incentives

Tracking Progress & Measuring Impact
You Can't Improve What You Can't Measure

Measuring Success of Your Program

Employee Measurements
- Employee Satisfaction
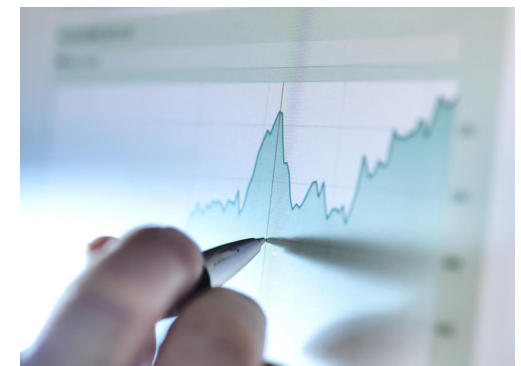- Skills Testing
- Job Performance

Goal Achievement
- Develop Leadership Rpt

Retention

Data Driven Decision

Celebrate Success

This session is eligible for 1 Continuing Education Hour

For these hours to appear on your certificate, you must:

- Scan your badge at the door
- Attend 90% of the session
- Fill out the online evaluation

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Please Complete the Online Evaluation

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Thank You!