

# “Succession Planning: Preparing for tomorrow workforce today”

Terrell Jacobs, GMA  
Dr. Patrice C. Nyatuame & Carrie Slayton  
Athens-Clarke County Unified Government

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## Presenters



**Terrell Jacobs**  
GMA, Member Services  
Consultant



**Carrie Slayton**  
Athens-Clarke County  
Organizational Development Trainer



**Dr. Patrice C. Nyatuame**  
Athens-Clarke County  
Organizational Development  
Administrator

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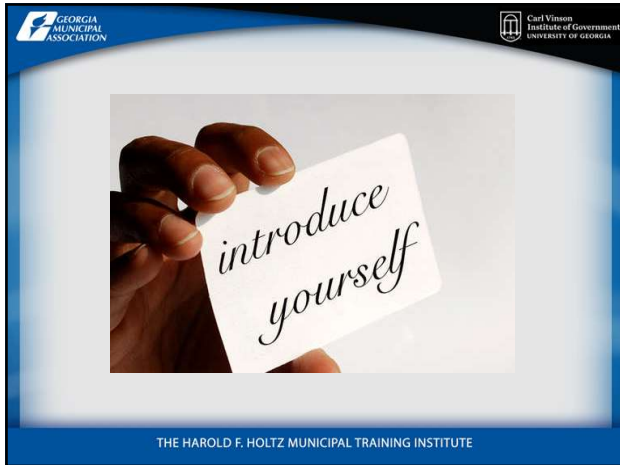
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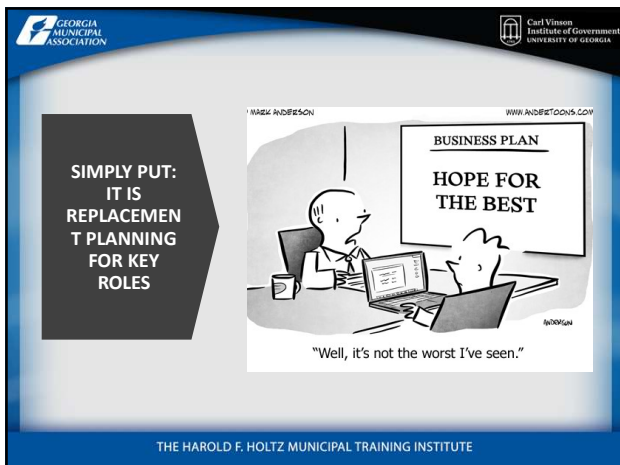
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## Problem

- By 2029, all 'baby boomers' will be 65 and over
- The state of Georgia has approximately 40,000 employees that work for municipal governments.
- Based on REMB about 10% of the municipal workforce can retire by 2023 and another 15% by 2029 for a total of 25% by 2029.
- In 10 years about 25% or 10,000 will possibly need to be replaced.
- In a recent AJC article, most rural Georgia cities are declining in population from their counterpart urban cities. Hence, replacing the municipal workforce will become more challenging.

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## SUCCESION AND WORKFORCE PLANNING MAY NEED MORE ATTENTION.

Which of the following best describes your municipal government's succession planning process?

Succession Planning	Large	Medium	Small
Very challenging	23%	22%	15%
Somewhat challenging	60%	53%	42%
Not challenging	17%	24%	42%

What type of workforce plan, if any, does your municipal government have?

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## Solution

Creation of a comprehensive succession plan or framework  
 "...a deliberate and systematic effort by an organization to ensure leadership continuity in key positions, retain and develop intellectual and knowledge capital for the future, and encourage individual advancement." – Rothwell (2016)

Right people at the right places at the right times to do the right things to get the right results!

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## Succession Planning Next Steps

- Identify key positions, and KSAs and competencies needed for each position
- Identify and develop the talent pool
- Capture and transfer knowledge; and,
- Measuring, monitoring, and evaluation the plan.

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## Questions and Issues to Address

- What is the role of elected officials in the Succession Planning program?
- Elected official ownership in the Succession Planning program
- How involved should the Elected officials be with the program?
- Administrator/Manager discussion with Elected Officials

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## Are you planning for your Successors earlier enough?

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## What does a Succession Planning Program look like?

- Develop the components of Succession Planning
- Needed resources, Training and developing compensation provisions for program
- Best practices and/Examples within local government

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## SIMPLY PUT: IT IS REPLACEMENT PLANNING FOR KEY ROLES

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## Why Succession Planning?

**It is a Critical Process to Ensure the City is**

- **Hiring & Training the Right Employees**
- **Promoting the Correct Talent at the Correct Time**

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## Who needs to be involved?

- Elected Officials
- City Manager (Accountable for the Vision & Success)
- HR Department (Key & Strategic Process)
- Department Heads (Implementation)
- Employees (Development)

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## When should I start?



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## What are the risks of not having a plan?



- Loss of institutional knowledge
- Potential disruptions to workplace processes, workflows, & services
- Loss of time spent getting a new successor up to speed
- Naming a successor that is not qualified to do the job

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## Where to begin?

- Key positions in your city
- Demographics of workforce
- Positions hardest to fill
- Positions that could possibly be vacated soon
- Identify potential employees

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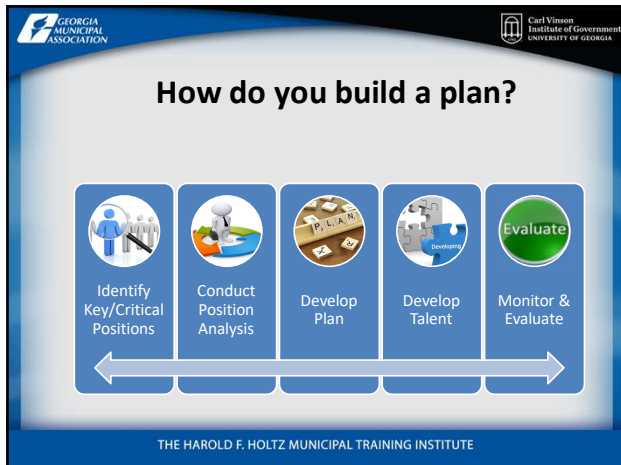
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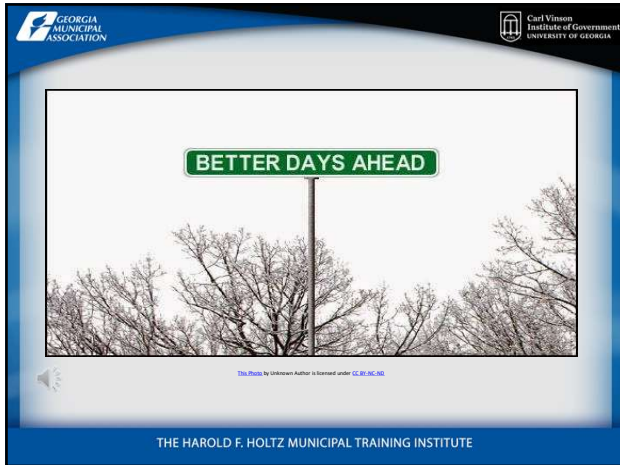
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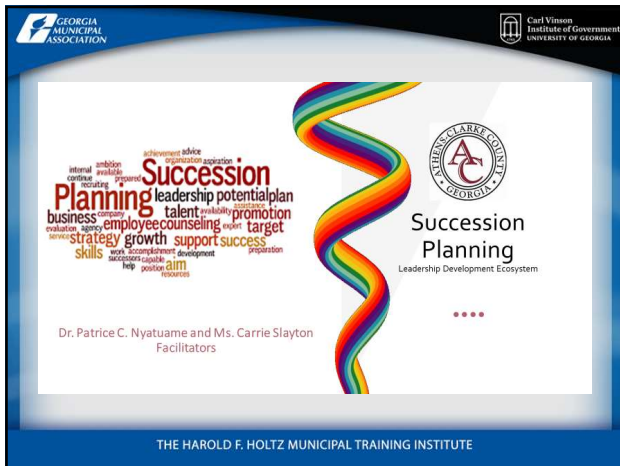
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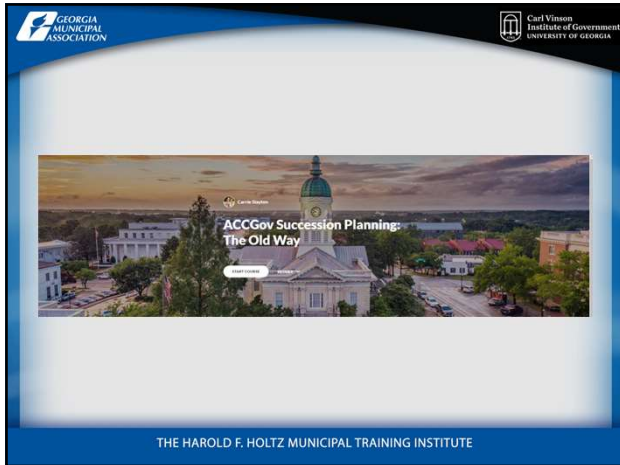
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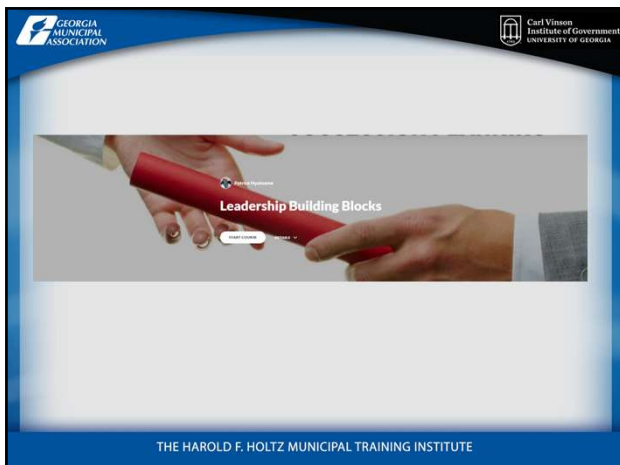
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# THANK YOU

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Patrice Nyatame and Carrie Slayton

762-400-6031

Patrice.Nyatame@scgovva.com  
Carrie.Slayton@scgovva.com

<https://www.sgovva.com>

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## What are the next steps in developing a Succession Planning Program?

- Discussion with your Management Team
- Developing a framework of what your Succession Planning program will look like for your organization
- Approving and funding a Succession Planning program
- Implementation and Review of program
- Establishing the Confidentiality and Integrity of the program
- Evaluations

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## Leading Change

# BIG CHANGE

BE A CHAMPION OF CHANGE

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