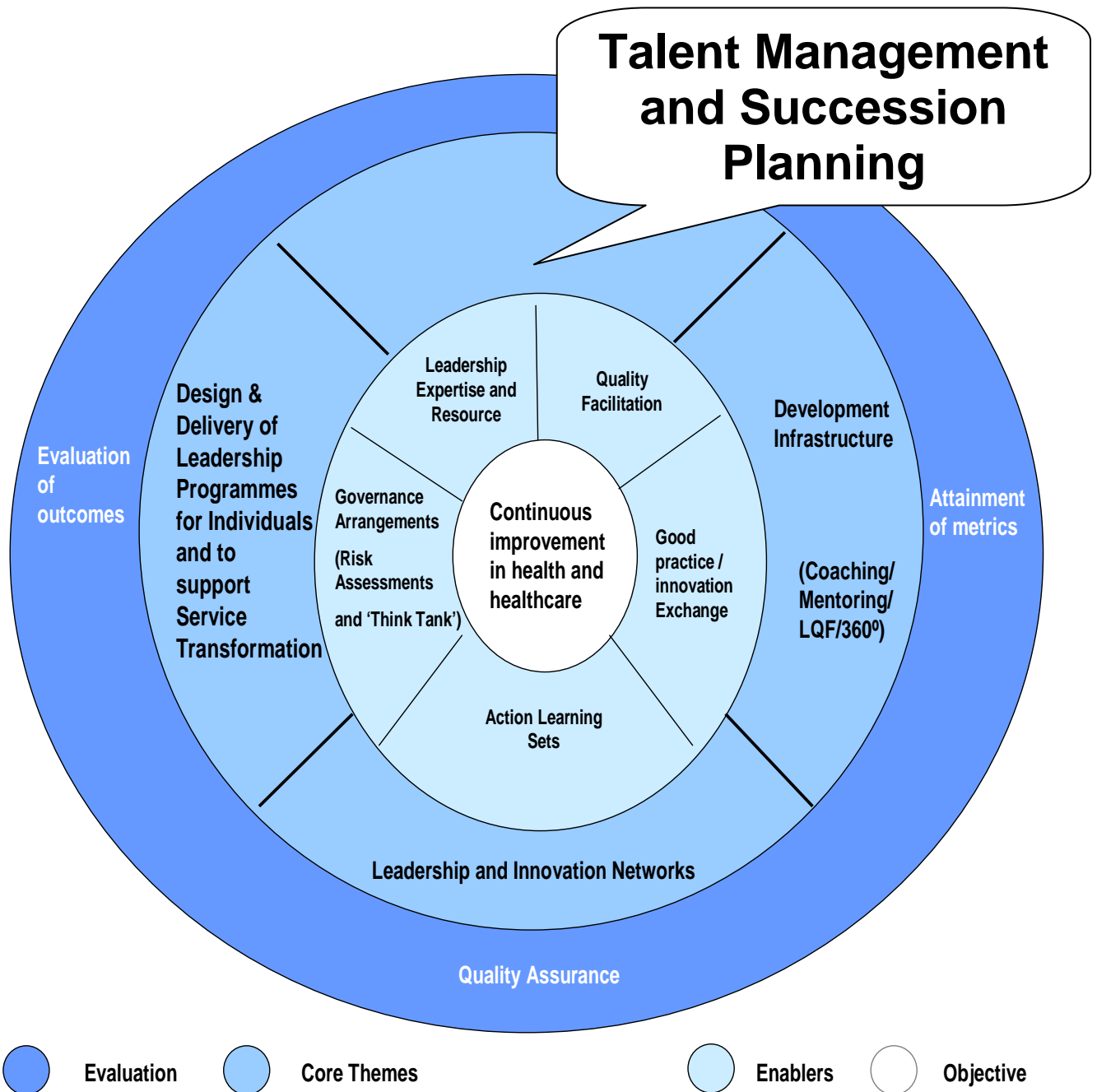




NHS East of England Approach to Leadership

Welcome to Talent Studio software to support the High Potential Executive Programme
NHS East of England Approach to Leadership





Talent Studio Overview

NHS East of England Approach to Leadership

High Potential Executive Programme

Talent Management and Succession Planning

Talent Studio Overview

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Talent Studio Overview

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1 Introduction

Welcome to **Talent Studio**, Zynap's award winning software which has been selected to support the East of England Approach to Leadership, Talent management and succession planning.

Zynap have been working with the NHS since 2002, providing software to support Leadership and Talent Management programmes.

This leaflet provides an overview of Talent Studio

- ✚ why are we using it
- ✚ what it does
- ✚ who will be using it
- ✚ what happens to the information

If you have any questions about Talent Studio or the East of England Approach to Leadership please contact:

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1.1 Why are we using Talent Studio?

The East of England Talent Review Forum is using Talent Studio as a tool to both support and help participants to manage their careers and to help the health system track, position and match high potential leaders to career opportunities.

In particular, Talent Studio will be used to:

- ✚ Capture background information about cohort participants
- ✚ Capture outcomes at various stages of the programme
- ✚ Monitor Ethnicity, Diversity, Disability statistics of programme participants
- ✚ Measure the effectiveness of the programme in conjunction with our partner provider
- ✚ Provide feedback mechanisms to collect the views of participants as they progress through the programme.
- ✚ Plan for succession to Chief Executive positions in the East of England
- ✚ To give a whole system view of where capacity and succession gaps exist in terms of geography and function
- ✚ Inform future Leadership Development needs
- ✚ Support the assessment of the 'readiness' of participants for CEO status
- ✚ Create and maintain comprehensive profiles of each participant providing evidence for their suitability for future senior positions



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	<ul style="list-style-type: none"> ✚ Demonstrate the benefits of the programme throughout the health economy ✚ Record all assessment and development outcomes in one place ✚ Assist with the monitoring and evaluation of Coaching, Mentoring and Action Learning Sets ✚ Track the progression of Personal Development Plans (PDPs)
	1.2 What does Talent Studio do?
	Talent Studio is an Internet based software application that enables information about people, positions and organisations to be stored, analysed and reported on in a highly configurable and very comprehensive manner.
	1.3 Who will be using Talent Studio?
	<p>Talent Studio logins will be given to individuals in the following groups:</p> <ul style="list-style-type: none"> ✚ East of England High Potential Executive Programme participants ✚ Chief Executives (sponsors) of participants in the East of England ✚ East of England Talent studio administrators <p>The following people will have administrative rights</p> <p>Karen Bloomfield, Leadership and Organisational Development Manager</p> <p>Chris Birbeck, Clinical Leadership and Networks Manager</p> <p>Elaine Ellis, Executive Assistant to Neil McKay</p> <p>Penny Collins, Leadership Team Administrator</p> <p>Vicki Davis, Business Manager, Workforce and HR Directorate</p> <p>Talent Studio reports will also be circulated to the East of England Talent Review Forum on a regular basis though they will not have direct access to the system.</p> <p>If you have a query or need assistance with Talent Studio please contact talentstudio@eoe.nhs.uk</p>
	1.4 What happens to the information held in Talent Studio?
	<p>Access to the information held in Talent Studio is strictly controlled.</p> <p>All users are asked to agree to the Data Protection Policy each time they login to Talent Studio.</p> <ul style="list-style-type: none"> ✚ Participants can access, upload and edit their own information only ✚ Sponsoring CEOs can only access the record of their potential applicants ✚ Administrators can view all records and generate overall reports on all participants



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2 The East of England High Potential Executive Programme

The East of England High Potential Executive programme is a development programme for Director level staff who have the potential and ambition to progress to a Chief Executive role.

Participants who are successful at the assessment process will enter the programme.

A personalised development contract will be developed with each participant, building on the outcome of the assessment process and other factors.

Over a 12 month period participants will take part in

- ✚ Leadership Modules/Master classes
- ✚ Facilitated action learning
- ✚ 1 to 1 Coaching
- ✚ Mentoring from a current Chief executive
- ✚ A targeted and bespoke stretch opportunity, secondment or learning experience

The following sections describe how Talent Studio is used to support each stage of the programme.

2.1 Application to programme

Application sponsored by CEO

- ✚ Contact details of each applicant are entered in Talent Studio
- ✚ Tabular reports listing the names of sponsoring CEOs and their nominees are used to monitor the application process

Assessment Process

- ✚ Nominee details are used to arrange attendance at the assessment
- ✚ Assessment process outcomes are recorded for each applicant
- ✚ Tabular reports are produced to provide statistical analysis of the scores, ethnicity, diversity, disability and clinical background for comparison with previous results and national benchmarks

Outcome of assessment

- ✚ Successful participants enter the programme
- ✚ Participants who are unsuccessful at the assessment stage will have access to 1 to 1 coaching, with a view to entering a subsequent cohort or an appropriate alternative development opportunity



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2.2 High Potential Executive Programme

Participants begin using Talent Studio

- ✚ Participants receive login IDs and passwords
- ✚ Participants are requested to add the following information:
 - Qualifications
 - Experience
 - Mobility
 - Personal Aspirations

Action Learning Set, Coaching and Mentoring

- ✚ Talent Studio is used to record the following:
 - Date of each meeting
 - The expected outcomes
 - Whether the outcomes were met
 - Any comments

Option to consider PDP with CEO

- ✚ Sponsor CEO requested to complete Future Role recommendation and review
- ✚ Participant PDP can be uploaded to Talent Studio

2.3 Post High Potential Executive Programme

Post Programme Assessment

- ✚ Participant contact details are used to schedule the Post Programme Assessment
- ✚ Outputs are recorded in Talent Studio

Overall Programme Evaluation

- ✚ Participant, Sponsor and Stakeholder feedback is collected on-line
- ✚ Reports are produced comparing current and previous cohorts.

Post Programme Development

- ✚ Participants continue to build their personal profiles on completion of the programme