



EE Transformation Master Class

A five-module advanced training course aimed at giving Transformation Agents the insight, understanding and knowledge necessary to empower them to drive EE Transformation effectively

FEES PER DELEGATE (ex VAT)

Five-day Master Class: R9 000. 00

Module 1 and 2 (one day): R2 950.00; Module 3 (two days): R5 800.00; Module 4: R2 950.00; Module 5: R2 950.00

For the full details about this workshop and for online bookings go to www.ees.co.za



Introduction

Meaningful and effective transformation, which results in increased sustainability and profitability, eludes most organisations. Until recently, very few organisations appointed full time, high level Transformation Agents.

Academic institutions offer very little to prepare these agents for their task properly. The EE Transformation Master Class is aimed at addressing this gap and empowering Transformation Agents to achieve meaningful and effective transformation in their organisations.

About your expert presenters

JAN MUNNIK is regarded as one of the leading experts in EE Transformation in South Africa. He is the Managing Director of EES-SIYAKHA and facilitated the development of The EES Process and Manual, which set an industry standard for the successful implementation of EE Transformation. EES-SIYAKHA has subsequently developed the most comprehensive EE Transformation process in the market, which not only ensures Top Management leadership, but also the implementation of "best HR Practices", and effective change management. Jan has delivered papers at numerous conferences on EE and BEE. He consults to a number of prominent organisations and Government institutions. Jan also specialises in BEE strategy development, which he has facilitated for numerous clients in the private sector.

JOHN DICKERSON is a Human Resource Management Consultant. He has had extensive experience in all aspects of HR in blue chip companies, and was a senior operating partner and director in a high-profile consulting organisation. He has assisted many companies to bring their HR systems and processes in line with best practices. John has also held extra-employment executive leadership roles with The Institute for People Management, the Plastic Manufacturers Association, SEIFSA, the Metal Industries Bargaining Council and the Institute for Industrial Relations.

TSHIDI TLALE-MALAO is a fully fledged Human Resources and Organisation Development Consultant/Facilitator. She specializes in Organisational Culture, Strategy and Envisioning, Employment Equity, Diversity Management and Organisational Change and Transformation. Tshidi also provides services in Relationship Building, Management and Leadership Development, Best Practice Training in HR, and Management and Executive Coaching. She has provided OD and HR services to numerous Corporates, Government Department, Parastatals, NGOs and NPOs. Tshidi is a CTT Certified Consultant (Barrett Values Centre, USA), and has a SMDP (University of Potch, SA), a PMD (GIBS & University of Pretoria, SA), a B Comm. (University of South Africa, SA), a Bankers Licentiate Dip 1 (South African Institute of Bankers, SA) and is Registered Assessor (FoodBev SETA, SA).

MODULE 1 AND 2

EE NUMERICAL GOALS AND TARGET SETTING

- ◆ The Purpose of the EE Act and relevance of aligning EE targets with EAP
- ◆ BEE legislation and impact on approach to EE Targets
- ◆ How to set EE Targets aligned to BEE Codes and EAP
- ◆ Factoring in Numbers forecasting and labour pool analysis of SQ persons in different Industries
- ◆ Ensuring buy-in from all stakeholders
- ◆ Setting of EE Goals and EE Targets

STRATEGIES TO ACHIEVE EE NUMERICAL GOALS AND TARGETS – FOCUS ON NUMBERS

- ◆ The challenge facing employers
- ◆ Ensuring effective management of EE Goals and Targets throughout the organisation
 - Using an EE Targets Management Policy
 - Other tools to ensure ownership and buy-in by Line Managers
- ◆ Space creation as a strategy to achieve EE Goals and Targets
 - Different options and strategies available
 - How best to achieve it
- ◆ Other strategies to achieve EE Goals and Targets – case studies

MODULE 3

TALENT MANAGEMENT

- ◆ An optimal enabling environment and sustainability
- ◆ Talent Management in the context of creating an optimal enabling environment
- ◆ The philosophy of Human Capital Value Chain Management Best Practice
- ◆ Human Capital Planning Best Practice
 - The Workforce Measurement Challenge, with emphasis on "Core" and "Strategic" metrics
- ◆ Human Capital Management and Development Best Practice
- ◆ Using succession planning as a tool in retaining top performing staff
- ◆ Employee Lifecycle Management
- ◆ Attracting and Recruiting Talent Best Practice
- ◆ The relationship between Human Capital Value Chain Management Best Practice and high retention
- ◆ Remuneration Management

MODULE 4

CREATING AN OPTIMAL WORKING ENVIRONMENT

- ◆ 10 Critical Success Factors for an optimal working environment including
 - Corporate Culture and Diversity Climate – Diversity Mainstreaming inclusive of Disability
 - Leadership
 - Managing Employee Interaction – psychological contract
 - Consultation, Participation and Facilitation
 - Transparency and Communication
- ◆ The relationship between an optimal working environment and high retention

MODULE 5

MANAGEMENT OF YOUR EE TRANSFORMATION

- ◆ The EE legal framework and how it is intended to facilitate the achievement of Modules 1 to 4
- ◆ Best EE Practice and its relevance to the implementation of Modules 1 to 4
- ◆ The Critical Success Factors for the effective management of EE Transformation
- ◆ The need for an EE Transformation framework for effective EE Transformation
- ◆ EE Structures and Management of EE Transformation in large organisations
- ◆ The significance of following a structured process in achieving meaningful and effective transformation
 - The value of a Climate/Transformation Survey at the commencement
 - Getting buy-in from Top and Line Management
 - Scoping the project – process flow
 - Preparing the organisation and relevant role players for your EE Transformation intervention, aligning it to existing interventions and getting their buy-in
 - How to get the best results using a process consultation methodology in conducting Audits
 - What to audit and how to best go about it
 - How to best develop a meaningful EE Plan
- ◆ Managing your EE Transformation as part of BEE Management

**Jan will be presenting Modules 1, 2 and 5.
John will be presenting Module 3.
Tshidi will be presenting Module 4.**

Who should attend this master class?

- ◆ BEE Managers/Directors
- ◆ Transformation Managers/Directors
- ◆ HR Managers/Directors
- ◆ EE Managers