



Tool 8-1. Checklist for Managing Talent

Kevin Oakes, Holly Tompson, and Lorrie Lykins

Based on Chapter 8, “Managing Talent,” in *The ASTD Leadership Handbook*, edited by Elaine Biech, © 2010 ASTD

Purpose: Use this list to identify how your organization compares with the best practices of leading talent management companies.

Best practices of leading talent management companies:

- Employee movement or promotion is measured at the individual manager level.
- Managers of high-potential employees have specific objectives to meet regarding developing the high-potential employee.
- Managing high-potential employees is a reward for the manager.
- Low termination rates, low absenteeism rates, and high engagement scores are measured and rewarded at the team level.
- Managers who select or onboard high performers are rewarded.
- Managers who demonstrate success in recruiting and selection are included in selection teams for other areas as subject matter experts.
- Human resources leaders are rewarded for demonstrating impact on business outcomes.
- Human resources is measured on quality, ease, and effectiveness of talent management processes.