



# Top Talent Development Program

*Growing Griffith careers*

Program Guide 2019

# Growing Griffith Talent

## *Message from Vice President (Corporate Services)*

I am pleased to welcome you to the Corporate Services Top Talent Development Program. You have been recognised by the Corporate Services Talent Council as one of our 'Top Talent' staff members. You have been identified as having the performance and potential to make a significant difference to the University now and into the future and I look forward to engaging with you throughout the year at our networking events.

As a 'Top Talent' staff member you are being provided with the opportunity to participate in a formal development program overseen by the Corporate Services Talent Council, aimed at providing you with career development and growth opportunities to help you take the next step in your career.

I am very excited about your future within Corporate Services and look forward to engaging with you as we transition Corporate Services from good to great.

*Peter Bryant,  
Vice President (Corporate Services)*

## About the Program

Sponsored by the Vice President (Corporate Services), this program is overseen by the new Corporate Services Talent Council.

The Top Talent Development Program has been developed for those staff identified as Top Talent within Corporate Services. The program is designed to provide a broad range of experiences and opportunities that focus on your personal and professional growth to support the development of your career at Griffith.

As a participant, you can expect to be provided with leadership development relevant to your level, role and aspirations. The aim is to provide you with either a period of higher duties, secondment or a stretch project enabling you to demonstrate your ability to take on more senior or complex roles. You will also participate in a Velocity Project aimed at building your collaboration, innovation, strategic thinking and presentation skills to resolve a real organisational issue.

To support you through the program, you will be paired with a mentor or coach whose role will be to stretch and challenge your thinking, connect you with others and act as a confidential sounding board. There will also be many opportunities for you to connect with others in the program through face to face networking (formal and informal) and online using MS Teams.

Your role in the program will be to engage with all opportunities provided throughout the year and take an active role in continuing to grow your skills and capabilities in readiness for the next step in your career.

# Program Contacts

If you wish to talk further about any of the activities included in the program contact any of the following staff with People and Wellbeing:

**Matthew Francis - Participant contact**  
People and Performance Manager, Ext: 57872

**Sandy Tacey - Overall program design**  
Senior Consultant - Performance, Ext: 58113

## Program FAQ

*Where can I find out more information about Velocity Projects, Leadership Development, Coaching and Mentoring?*

Go to the Learning and Development website to review current learning and development options.

Navigate to: <https://www.griffith.edu.au/staff/learning-development> or email [staffdevelopment@griffith.edu.au](mailto:staffdevelopment@griffith.edu.au)

*How long is this program?*

You will be involved in the program for up to twelve months or until you are successful in a promotional opportunity.

*Can other staff enter the program during the year?*

Yes, the Corporate Services Talent Council will meet quarterly to review emerging top talent and include them in the program.

# Top Talent Development program Corporate Services



	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Engagement & networking events <i>(MS Teams as networking tool)</i>	Networking and briefing event (CS Talent Council)	Teams networking	Networking and briefing event (CS Talent Council)	Teams networking
Velocity Project	Cohort 1 (mixed group)	Cohort 1 (mixed group)	Cohort 2 (mixed group)	Cohort 2 (mixed group)
Higher duties Secondment Stretch Assignment	As available <i>(identified by CS Directors - within Element and across Corporate Services)</i>	As available <i>(identified by CS Directors - within Element and across Corporate Services)</i>	As available <i>(identified by CS Directors - within Element and across Corporate Services)</i>	As available <i>(identified by CS Directors - within Element and across Corporate Services)</i>
Leadership development	<p><b>From HEW 9-10</b> Manager as Coach (March - May)</p> <p><b>HEW 10 &amp; above - Options</b> External program offered by Melbourne Business School (February to April)</p>	<p><b>Up to HEW 5-8</b> Managing at Griffith (May to August)</p>	<p><b>From HEW 9-10</b> Manager as Coach (September to November)</p> <p><b>HEW 10 &amp; above - Options</b> External program offered by Melbourne Business School (to be determined)</p>	
Coaching & Mentoring	Participants paired with a Mentor within CS and outside functional element. Minimum of 4 sessions over the year.	Mentor and mentee meet	Mentor and mentee meet	Mentor and mentee meet