

FROM REPORT TO ACTION

Workbook Development & Perspective

Four tools so your employees see a future in the company — before they go looking for one elsewhere.

4 tools

9 pages

30-day action plan

0 jargon

BEFORE YOU START

Why development — and how to work with this workbook

"Development" is the topic most strongly linked to the intention to quit — especially among employees under 35. Whoever sees no perspective looks for one externally. And the irony: usually the perspective existed — it was simply never discussed.

Development does not mean a career path for everyone. For one person it is deepening their expertise, for another a new project, for a third the deputy role. This workbook helps you find the right form with each person — without promising promotions that don't exist.

HOW TO WORK WITH THIS WORKBOOK

- **Who:** the manager, mainly in one-to-one conversations. Tool 2 is a planning exercise for you alone.
- **Order:** baseline check (page 3) → tool 1 (development conversation) with the under-35s first → then 2, 3, 4.
- **Rule no. 1:** promise nothing you cannot keep — but discuss everything that is possible.

Link to your report:

"Development & Perspective" detail page: low values on "talks with me about my development" → tool 1 · "perspective in 3 years" → tool 3 · "further training" → tool 4 · Pay particular attention to the breakdown by age group.

BASELINE CHECK

Where does your company stand today?

Answer the ten statements honestly (1 = strongly disagree, 5 = strongly agree).

- | | |
|--|---|
| 1. Everyone has had a real development conversation in the past 12 months. | ☐ ☐ ☐ ☐ ☐ |
| 2. I know the professional wishes of every person in my team. | ☐ ☐ ☐ ☐ ☐ |
| 3. Development without a leadership career exists here (expert roles, projects, specialisation). | ☐ ☐ ☐ ☐ ☐ |
| 4. Further training is actively offered — not just approved when someone insists. | ☐ ☐ ☐ ☐ ☐ |
| 5. What is learnt gets applied — courses don't fizzle out. | ☐ ☐ ☐ ☐ ☐ |
| 6. For internal vacancies, our own people come first. | ☐ ☐ ☐ ☐ ☐ |
| 7. We consciously use deputy roles and special tasks as development steps. | ☐ ☐ ☐ ☐ ☐ |
| 8. Our young employees stay longer than two years on average. | ☐ ☐ ☐ ☐ ☐ |
| 9. Good performance has a visible effect here — in responsibility, pay or role. | ☐ ☐ ☐ ☐ ☐ |
| 10. I know who will retire in the next 3 years — and who could step up. | ☐ ☐ ☐ ☐ ☐ |

Scoring: 40–50 points = maintain · 25–39 = sharpen selectively (tools 1+3) · below 25 = build structurally (all four tools, in order).

Mark now:

the two lowest statements — your building sites for the 30-day plan (page 8).

END OF PREVIEW

What follows in the workbook

Tool 1: the development conversation in 5 questions · Tool 2: the competence map · Tool 3: development without promotion — 6 paths · Tool 4: the 70-20-10 learning plan · 30-day action plan · Success check

Full version: CHF 39 · Order: lyntharis.ch or info@lyntharis.com