

ONE-DAY WORKSHOP

INTRODUCTION TO STRATEGIC WORKFORCE PLANNING

Not sure if workforce planning is for you? Don't know where to get started with learning more? Need an expert to discuss how elements of best practice workforce planning can be applied to your organisation? Our interactive and highly personalised workshop will get to the heart of what your business needs and how your organisation's ambitions can be achieved.

Workshop outline:

- ▶ The meaning, scope and importance of strategic workforce planning
- ▶ Discuss your organisation's current approach and future ambitions
- ▶ Relating workforce planning to strategic and business planning and objectives
- ▶ Factors affecting workforce demand and supply – internal and external
- ▶ The practicalities of assessing workforce demand and supply – internal and external
- ▶ Corraling organisational intelligence – planning data capture, collation and analysis to inform strategic workforce planning
- ▶ Action planning and implementation – organisational priorities
- ▶ Sources of expertise and support
- ▶ Next steps for your organisation

At the end of this workshop, attendees will:

- ▶ Understand the importance of workforce planning
- ▶ Understand the benefits to their organisation
- ▶ Understand the steps in the workforce planning process
- ▶ Be able to apply simple statistical and research methods for workforce analysis and identify the links between business demand forecasts and workforce supply needs
- ▶ Understand their labour market context
- ▶ Explore how workforce planning could work in their organisation
- ▶ Identify the links between workforce planning and other HR strategies, tools and technologies (e.g. talent management strategies, recruitment, retention, etc.)
- ▶ Plan the identification and collation of workforce planning data for their organisation
- ▶ Be aware of the next steps for their organisation

This workshop is designed to be interactive, with many aspects of the discussion being specific to the client organisation's ambitions and context. Delegates should come ready to participate.

Who should attend?

HR Professionals

People working at all levels in HR can benefit from the training. From front line staff with limited experience of workforce planning to senior professionals wishing to refresh and refocus their knowledge and skills to the strategic benefit of the organisation.

Operational Managers

Anyone who is involved in managing and deploying staff will benefit from the training. Workforce planning is not a purely HR function – all managers must be involved in the process of workforce planning if it is to be properly embedded and if the organisation is to meet its current and future strategic capacity.

This one day workshop can be delivered at a time and location that is convenient for you. There is no restriction on the number of attendees. Please contact workforceplanning@euskills.co.uk for further information.