



# STRATEGIC WORKFORCE PLANNING IN-HOUSE, GROUP TRAINING


*An end-to-end, strategic workforce planning course providing a robust framework, detailed steps in the process, tools, resources and templates. Participants learn in groups with participants from their own organisation, either in person, or online. Training is designed to run over two days however can be split into multiple, shorter sessions.*

## WHO SHOULD ATTEND?

- Leaders and implementers of strategic workforce planning initiatives
- General business, strategic planning, resourcing & operations professionals
- Human resources professionals
- Anyone with an interest in developing strategic workforce planning capability

## WHAT'S COVERED?

- Introduction to workforce planning
- The workforce planning process
- Future state
- Current state
- Gap & risk analysis
- The workforce plan
- Integrating SWP into BAU

 1300 178 369

 [info@workforceplanninginstitute.com](mailto:info@workforceplanninginstitute.com)



[www.workforceplanninginstitute.com](http://www.workforceplanninginstitute.com)



The Workforce Planning Institute

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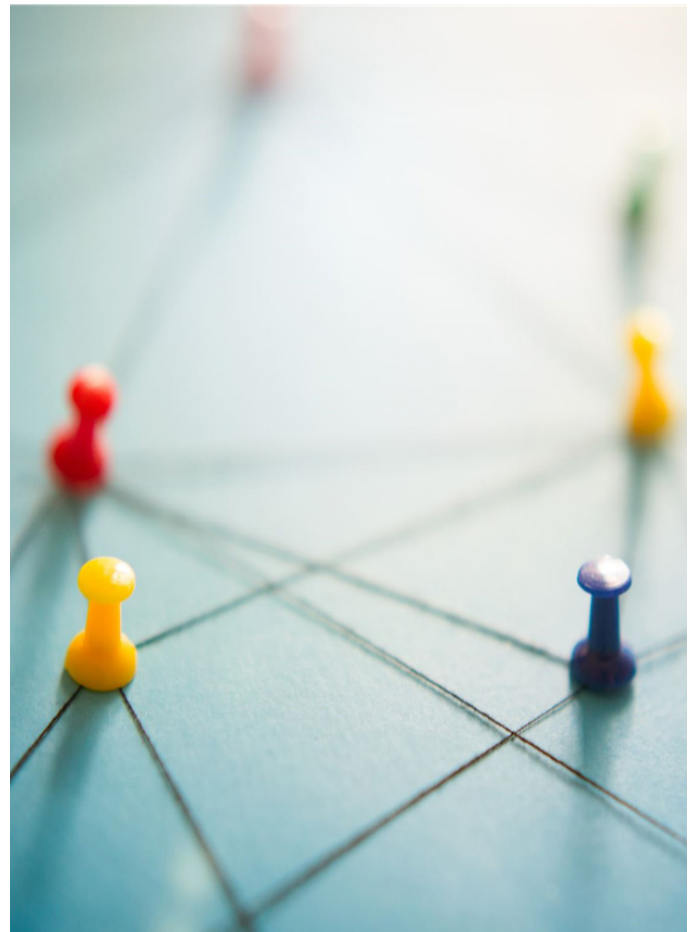
## PROGRAM AIMS

After completing our in-house training course, participants should have a solid grasp on the key steps involved in the strategic workforce planning process and be armed with a toolkit to develop a strategic workforce plan for their organisation.

This hands on, practical course will enable the building, implementation and monitoring of strategic workforce planning as well as integration it into business as usual.

With a focus on developing an evidence based approach, our program assists with building solid foundations to support and inform people and organisational decisions.

Our approach is designed to support and enhance your existing workforce planning processes or provide you with a framework to commence your workforce planning journey.



## DAY 1

- **Introduction to SWP**

*Definitions; principles; benefits*

- **Strategic workforce planning process**

*WPI approach; framework;*

*methodology; organisational alignment*

- **Future state**

*Strategic alignment; environmental scan;*

*enterprise capabilities; the workforce strategy*

## DAY 2

- **Current state**


*Labour market scans; data analysis; profile & segmentation; critical roles*

- **Gap & risk analysis**

*Gap analysis; risk analysis; priorities*


- **The workforce plan**

*Workforce development strategies; action planning; scenario planning; refreshing the plan*

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## WHAT IS INCLUDED?

- Guided workshop, facilitated online or in person at your premises
- Training manuals
- All tools and templates provided electronically
- Post course phone and e-mail support
- Certification in the WPI approach to Strategic Workforce Planning

## BOOKING & PAYMENT

- Book in and pay via the [WPI Website](#)
- Direct payment via credit card, or
- Payment via remittance of invoice (on request)

## CERTIFICATION

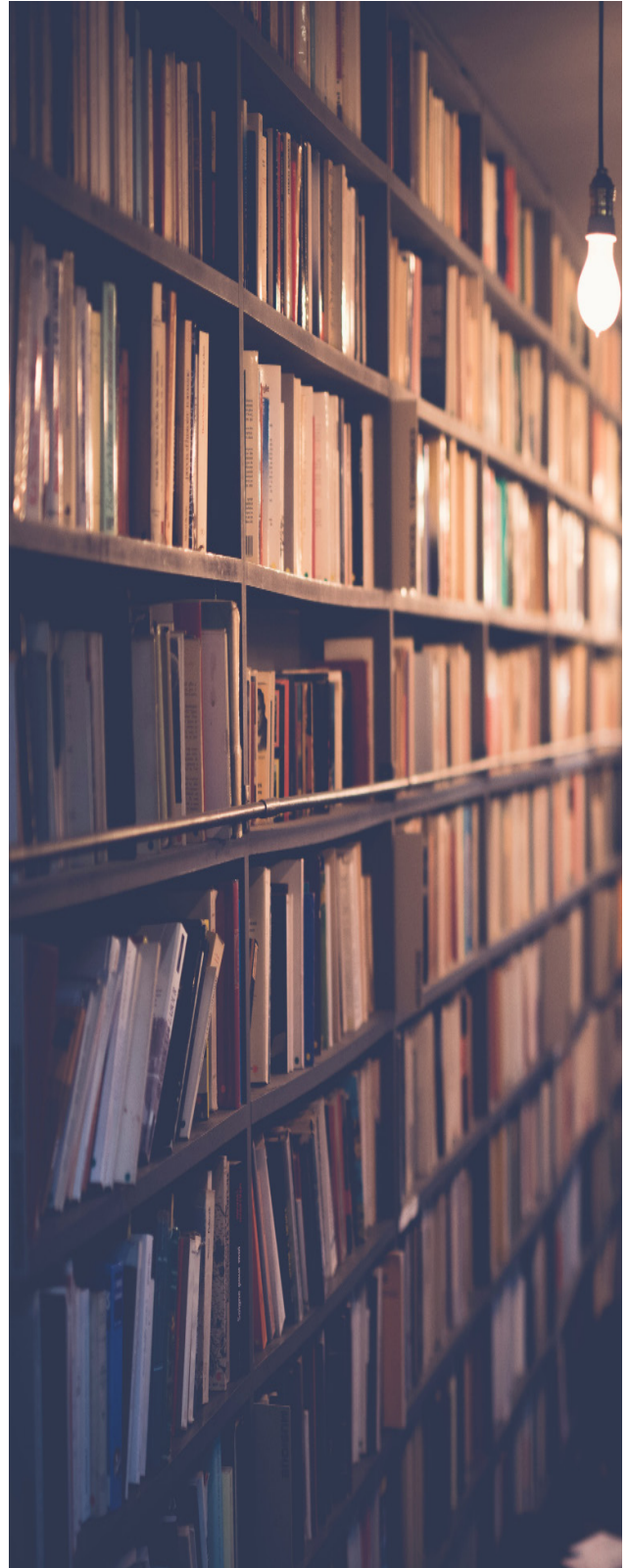
To secure a certification in the Workforce Planning Institute approach to strategic workforce planning, participants need to complete both days of the program under the supervision of a WPI consultant.


Digital certification will be issued upon successful completion of the program.

## PROGRAM PRICING

- |         |        |       |          |
|---------|--------|-------|----------|
| ■ Euros | €9,195 | ■ USD | \$9,850  |
| ■ GBP   | £7,795 | ■ AUD | \$15,000 |


*\*Up to 16 participants per course*



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## LEARNING OUTCOMES

Following the conclusion of the training, attendees should be able to:


- Define strategic workforce planning & describe how it adds value
- Describe the strategic workforce planning principles
- Implement the Workforce Planning Institute approach
- Align leadership, engage key stakeholders and secure support for strategic workforce planning
- Review strategic intent and business plans
- Conduct environmental scans
- Review existing data
- Understand the capability mapping process and how it impacts SWP
- Segment the workforce
- Define and identify critical roles
- Explain demand forecasting and identify typical challenges
- Write a data story
- Conduct scenario planning
- Identify and prioritise risk
- Confirm priority job families
- Devise workforce development strategies
- Develop and implement an action plan
- Monitor, evaluate and review the strategic workforce planning process
- Integrate SWP into BAU



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