

WPI

THE WORKFORCE
PLANNING INSTITUTE

EMPOWERING TOMORROW'S WORKFORCE, TODAY

TASTER PACK.

IT'S TIME TO INVEST IN YOU!



INTRODUCTION.

Welcome to the Workforce Planning Institute Taster Pack!

The Workforce Planning Institute (WPI) offers comprehensive Training, Memberships and Events designed to empower HR and workforce planning professionals with the skills and support needed to excel in Strategic Workforce Planning (SWP).

Training Programs:

WPI's training curriculum is crafted by industry experts to deliver in-depth, practical knowledge of SWP principles and methodologies. Through hands-on workshops, certifications, and interactive modules, participants gain the tools to forecast workforce needs, address skills gaps, and align talent strategy with business objectives. Whether for beginners or advanced practitioners, WPI training ensures that professionals are equipped with actionable insights and techniques for real-world application.

Memberships:

Joining WPI provides access to an exclusive network of workforce planning professionals and a suite of member-only resources. Members benefit from continuous learning through webinars, curated content, and insights from industry leaders. Additionally, they gain entry to events, discussion forums, and peer support, fostering collaboration and knowledge exchange across the global workforce planning community. WPI Memberships are tailored to help professionals stay informed, connected, and ahead in a rapidly evolving field.

Events:

As part of its commitment to driving excellence in Strategic Workforce Planning, WPI hosts a series of high-impact events that bring together leaders, practitioners, and innovators in the workforce planning community. These events, including the renowned SWP Conferences in cities like London, Chicago and Sydney, provide a dynamic platform for exchanging ideas, exploring new trends, and discussing solutions to current workforce challenges.

At SWP Conferences, participants gain access to expert-led sessions, case studies, interactive workshops, and networking opportunities with peers and industry experts. Covering topics from workforce analytics to scenario planning and future skills development, these events are essential for anyone looking to deepen their expertise, discover new tools, and connect with like-minded professionals committed to advancing workforce strategy.

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CERTIFIED TRAINING .

Our renowned training courses focus on the end-to-end strategic workforce planning process however incorporate 'deep dives' into two key sub-components in workforce analytics and capability mapping.

Courses vary from 1-2 days and are delivered face to face (typically in-house), online with attendees from other organisations (public training) via MS Teams, or within our learning management system through our self-paced, automated program.

Our training has been refined over time to ensure high levels of attendee engagement and involvement incorporating activity-based learning. Attendees of our capability building courses can expect to come away with a practical set of skills and tools along with a robust process to follow throughout their workforce planning journey.

All templates and tools presented in of our training courses are provided to attendees electronically following the course.

We offer a 5% discount to our Associate Members and 10% to our Professional Members.



STRATEGIC WORKFORCE PLANNING.

This comprehensive training course provides participants with a solid grasp on the key steps involved in the strategic workforce planning process and ensures they are armed with the toolkit to undertake the activity within their respective organisations. It is perfect for organisations looking to commence the strategic workforce planning process by training a small group of employees who can then go on to form the workforce planning project delivery team.

Who should attend?

- Leaders and implementers of workforce planning initiatives and outcomes
- General business, strategic planning, resourcing and operations professionals interested in developing skills and understanding in strategic workforce planning
- Anyone with an interest in developing understanding and capability within the sphere of strategic workforce planning

What will be covered?

- Introduction to workforce planning
- The workforce planning process
- Future state
- Current state
- Gap & risk analysis
- The workforce plan

For more information visit our website



ENTERPRISE CAPABILITY MAPPING.

This contemporary, hands on and highly practical course will cover the process by which enterprise capabilities can be developed and understood. After completing our one day comprehensive workshop, attendees will have a solid grasp in how to establish the future capabilities required to deliver against organisational strategy and map current state capability so as to understand the gaps. Through this process attendees will learn how to identify their organisations strategically critical roles – those roles primarily responsible for implementing strategy. Finally, attendees will identify diverse strategies around sourcing capability so as to alleviate the burden of the traditional recruitment & search process.

Who should attend?

- Those responsible for leading strategic, people planning activities
- General business, strategic planning, resourcing and operations professionals seeking to more closely align strategy and critical roles
- Anyone with an interest in developing understanding of how to generate high value low cost/effort workforce initiatives

What will be covered?

- Introduction to enterprise capability mapping
- The future state (demand)
- The current state (supply)
- Action planning

[Find out more about ECM training](#)



CERTIFIED PRACTISING STRATEGIC WORKFORCE PLANNER (CP-SWP).

A The Certified Practising Strategic Workforce Planner (CP-SWP) post nominal is the globally recognised acknowledgement of competent, experienced, committed professionals in the field of strategic workforce planning. It acknowledges various pathways, pre-existing qualifications and different experience levels to identify practitioners and leaders in the space who qualify for a recognised post nominal. It serves as the pinnacle of qualification recognition within the sector and is awarded by the Institute's Global Certification Committee comprised of a number of the world's most experienced SWP leaders.

ABOUT THE PROGRAM

The Certified Practising Strategic Workforce Planner (CP-SWP) program was designed by Alicia Roach, Adam Gibson and Nick Kennedy who serve both as the program's founding members, and as those who will provide final oversight of practitioners acknowledged as 'certified practising strategic workforce planners'. Adam, Alicia and Nick comprise the WPI's Global Certification Committee (GCC).

The Workforce Planning Institute is responsible for certifying practitioners however does not require its own training program to be completed for certification. The Institute acknowledges and embraces other institutions and professional bodies around the world with an offering in post graduate and executive SWP education and provides pathway options for applicants depending on their pre-existing qualifications. Practitioners with, and without, formal SWP qualifications may enter the program. Those without acknowledged qualifications will need to demonstrate significant practical application through employment and role verification, and will need to complete a bridging course from one of The Institute's known short course providers.

It is important to note that certain bridging requirements may still be required for qualified practitioners emerging from one of our acknowledged education programs however these practitioners can expect an expedited process having already been formally assessed by an established and acknowledged education institution or professional body.

Program length will vary depending on the recommended pathway for each applicant and can be influenced by factors including bridging requirements and timing of bridging courses, re-direction to a formal education program, length of probity process and participant volume. Estimates will be provided upon application review.

CERTIFIED PRACTISING STRATEGIC WORKFORCE PLANNER (CP-SWP).

WHAT TO EXPECT

Applicants will follow two possible pathways depending on their demonstrated qualifications upon entry into the program. Those emerging from one of The Workforce Planning Institute's acknowledged education programs will undertake the qualified pathway whereas other applicants will take the non-qualified pathway. Non-qualified pathway participants will receive the same level of acknowledgement if successful however can expect a more rigorous probity and interview process than qualified pathway participants.

APPLICATION

Professional members (M-WPI) of The Institute can apply to the program without financial obligation. The Workforce Planning Institute will review all applications initially and provide advice over the applicable pathway, likely timing and estimated costs associated with certification. The Institute will provide feedback to applicants who are unlikely to progress as part of an initial review process. The Institute will not progress applications to the point where fees apply if the applicant does not stand a realistic chance of achieving certification.

Initial enquiries will include a cv as a minimum, any pathway specific supporting documentation deemed relevant to the application, and a letter of application addressing the applicant's commitment to the profession.

For more information contact us today



OUR MEMBERSHIPS.

Our membership provides workforce planning professionals from across the world with an opportunity to become part of our global professional network.

Membership provides access to content and materials to aid the strategic workforce planning process as well as serve as the gateway to formal training and certification.

Members are offered discounts to designated events along with free access to our webinar series. Whilst all site visitors are able to view global employment opportunities advertised on the Institute website, only members are able to apply.

This ensures our organisational members are able to advertise their roles to a targeted group of suitably experienced professionals.

Associate Membership

An associate membership is a way to get connected to the Institute and try our memberships. Whilst associate memberships are often suited to graduates and other early career professionals, it is common for professionals of all experience levels to hold associate memberships for one reason or another.

Professional Membership

Professional membership is our most common membership comprising over three quarters of our existing membership base. Professional members enjoy increased 'across the board' discounts on Workforce Planning Institute products and services as well as broader access to the Workforce Planning Institute Library.

Corporate Membership

The corporate membership is available to any organisation not classified as a consulting firm. This includes (however is not limited to) listed organisations, private enterprises, government entities, not-for-profits and charities. In addition to the stated benefits, corporate members have the opportunity to have their logo on the rotating banner of the home page of the WPI website along with other organisational members.

Consulting Membership

Consulting membership applies to any organisation who provides advisory, training or software related products and services as part of their offering.

Consulting members receive the full benefit of organisational membership including the opportunity to present employment opportunities to the global workforce planning community. For firms with multiple offices, consulting memberships are issued on a state or territory basis.

OUR MEMBERSHIPS.

ASSOCIATE MEMBERSHIP	MOST POPULAR	ORGANISATIONAL MEMBERSHIP	CONSULTING MEMBERSHIP
<p>Formalise your association with the Institute and receive a number of key benefits.</p>	<p>Enjoy increased discounts on Workforce Planning Institute products and services.</p>	<p>Organisational membership is available to any organisation not classified as a consulting</p>	<p>Organisation who provides advisory, training or software related products and services.</p>
<p>\$0 Billed Yearly</p>	<p>\$250 Billed Yearly</p>	<p>\$795 Billed Yearly</p>	<p>\$2000 Billed Yearly</p>
<p>SUBSCRIBE</p>	<p>SUBSCRIBE</p>	<p>SUBSCRIBE</p>	<p>SUBSCRIBE</p>
<ul style="list-style-type: none"> ✓ SWP Info Sheet ✓ SWP Maturity Model ✓ SWP Maturity Calculator ✓ 15+Hours of Content ✓ Members LinkedIn Group ✓ 5% Off all Training & Events 	<ul style="list-style-type: none"> ✓ Standard ✓ Guideline ✓ Case Studies ✓ Framework & Methodology ✓ Project Plan Template ✓ PESTEL Template ✓ SWOT Template ✓ Porter's 5 Competitive Forces ✓ Core Data Definitions ✓ Glossary of Terms ✓ Workforce Levers ✓ Capability Dictionary ✓ Manager Survey Questions - Sample ✓ Staff Survey Questions - Sample ✓ ECM Worksheet ✓ Competency Statements Template ✓ ECM Gap Analysis Template ✓ SWP Template ✓ The B B's Model ✓ Risk Assessment Matrix ✓ Scenario Planning Template ✓ Summary A3 ✓ Checklist ✓ 25% Discount on Events ✓ 10% Discount on Training ✓ View Interviews & Podcasts ✓ Ask the Institute ✓ 30+ Hours of Content ✓ Free Course (either Excel for HR Professionals or Workforce Fundamentals) 	<ul style="list-style-type: none"> ✓ Participate in Interviews & Podcasts ✓ Global Networking (1 to 1) 	<ul style="list-style-type: none"> ✓ Lead Sharing

ON-DEMAND & EVENTS.

As a Professional member of the Workforce Planning Institute, you'll gain exclusive access to OnDemand videos and discounts to attend all of our in-person events, featuring insights and best practices shared by top workforce planning professionals from leading organisations.

This content provides you with unparalleled access to how these experts approach workforce planning, the strategies they employ, and how they adapt to evolving market conditions.

You'll stay informed about the latest trends and technologies shaping the industry, while also receiving practical advice on applying these insights



COMMUNITY.

Join the WPI Members LinkedIn Community

Becoming a member of the Workforce Planning Institute means more than just access to top-notch resources.

It's about joining a thriving community of professionals who are as passionate about workforce planning as you are.

As a member you can join the WPI Members LinkedIn community, where you'll connect with industry experts, share insights, discuss challenges, and collaborate on solutions.

This exclusive network offers you the opportunity to stay updated on the latest trends, exchange ideas, and build meaningful professional relationships.

Engage with peers, learn from the best, and contribute to the future of workforce planning!

[Become a Member](#)



GOT ANY QUESTIONS?

CONTACT OUR TEAM
TODAY.
WE'RE ALWAYS READY
TO HELP.

EMAIL ADDRESS

info@workforceplanninginstitute.com

WEBSITE

swp-conference.com

workforceplanninginstitute.com