

# Workforce Planning: The Future of Work

<b>Intended Audience</b>	Mid-level	<b>Delivery Options</b>	2-Day In-Person or Live Online
<b>HR Competencies</b>	<ul style="list-style-type: none"><li>• HR Expertise (HR Knowledge)</li><li>• Leadership &amp; Navigation</li><li>• Critical Evaluation</li></ul>	<b>Recertification*</b>	SHRM: 15 PDCs

## Program Requirements

- The virtual version of this program requires the use of student-provided headsets and microphone. The headsets must be connected to the learners' device prior to joining the Adobe Connect session.
- Knowledge checks and interactive components are woven throughout the program. It is helpful to have access to a device capable of scanning QR codes to gain access. Alternatively, you may also access through your computer.

## Program Overview

Launch into the future of workforce planning in this highly interactive program. We will take you on a journey through the eyes of Rocket Elite as they look to build out their workforce planning strategy. Leveraging a number of organizational resources such as company website, CEO video, stakeholder conversations, data and reports, you will be developing targeted, data-driven human capital solutions with the goal of helping your business leaders make well-informed decisions that mitigate business risks. Collaborate with your peers and expert instructor to chart the path forward to implement forward thinking workforce planning strategies. Make sure you are headed on the right path through gamified knowledge checks woven throughout the program to solidify your learning experience.

## Program Objectives

This program is designed to provide you with the knowledge and skills necessary to:

- Recognize the key elements of organizational workforce strategy, including future business challenges and their likely impact on organization's needs.
- Develop a strategic workforce plan, including how to determine short-term and long-term needs, analyze the data, and create and implement a workforce plan.
- Evaluate the effectiveness of the workforce plan and reflect on future adjustments.



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## Program Modules

This program includes the following modules:

- Module 1: Introduction
- Module 2: Strengths before Strategy
  - Skills and strengths defined
  - Compartmenting skills and strengths
- Module 3: Interpret Business Strategy
  - Strategic planning process
  - Connecting workforce planning to the organization strategic alignment
  - HR strategic plan overlap
  - RocketElite Case Study Introduction
- Module 4: Determine Workforce Planning Needs
  - Workforce planning definition
  - Shifting to a skills focus
  - RocketElite Case Study Exchange with Health and Safety Leader
  - Workforce planning SWOT activity
  - Demand analysis
  - Workload analysis
  - RocketElite Case Study: Department Leader Action Planning
- Module 5: Analyze and Assess Talent Supply
  - Supply analysis
  - Data analysis
  - Data review and emerging themes
  - Competency assessment
  - RocketElite Case Study: Data Analysis for the Department Leader
- Module 6: Formulate the Workforce Plan
  - Gap analysis
  - Solution design
  - Strategic alignment
  - RocketElite Case Study: Document the Gaps and Plan Scenarios
- Module 7: Implement the Workforce Plan
  - Create business case
  - Create buy in
  - Create plan for solution implementation
  - Create plan for change management
  - Create communication and training strategy
  - RocketElite Case Study: Generate Buy In with one of the Executive Team from RocketElite
- Module 8: Measure Workforce Plan Effectiveness
  - Metrics and developing effective metrics
  - Communicate results
- Module 9: Conclusion



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