Workforce Planning:
The Future of Work

Intended Audience	Mid-level	**Delivery Options**	2-Day In-Person (Onsite or Seminar) 4-Week Virtual
HR Competencies	• HR Expertise (HR Knowledge) • Leadership & Navigation • Critical Evaluation	**Recertification***	SHRM: 15 PDCs

Program Requirements (Virtual Only)
- The virtual version of this program requires the use of student-provided headsets. The headsets must be connected to the students' computer prior to joining the Adobe Connect session.
- The virtual version of this program contains pre-work. Students are required to read a Case Study prior to attending the session.

Program Overview
Learn to align your current and future workforce with your organization's strategic goals. Support the implementation of a talent management strategy by exploring the critical aspects of workforce planning within your organization. Explore how to develop targeted human capital solutions based on data-driven analyses of your organization's strengths and weaknesses so that you can ultimately help your business leaders make well-informed decisions and mitigate business risks. Work through a case study to practice your new skills and to prepare yourself to implement workforce planning strategies back at your organization.

Program Objectives
This program is designed to provide you with the knowledge and skills necessary to:
- Analyze the organizational environment, including future business challenges and their likely impact on the organization's workforce
- Integrate workforce planning into the strategic plan of the organization
- Describe the key steps to developing a strategic workforce plan, including analysis, forecasting, strategy development, and cost modeling
- Create or refine a framework for your organization's workforce planning strategy

Program Modules
This program includes the following modules:
- Module 1: Introduction
- Module 2: Understanding the Need for Workforce Planning
    - The strategic planning process
    - The HR strategic plan
    - Connecting workforce planning to the organization
- Module 3: Creating a Business Case for Workforce Planning
    - The importance of workforce planning
    - Where do we start?
    - Business case creation
- Module 4: Supply and Demand Analysis
    - Supply analysis
    - Workforce profile
    - Data types
    - Historical workforce trends
    - Competency assessments
    - Measuring employee attitudes
    - Demand analysis
    - Strategic direction
    - Staffing trends
    - Workload analysis
- Module 5: Gap and Solution Analysis
    - Gap analysis
    - Solutions design
    - Scenario planning
- Module 6: Implementation and Evaluation
    - Implementation and communication
    - Evaluation using metrics
- Module 7: Case Study – The Georges Hotel and Casino
- Module 8: Conclusion