

# Workforce Planning: The Future of Work

<b>Intended Audience</b>	Mid-level	<b>Delivery Options</b>	2-Day In-Person (Onsite or Seminar) 4-Week Virtual
<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 (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

In this dynamic, hands-on program, you will explore the critical aspects of workforce planning within your organization and learn to support the implementation of a talent management strategy. You will discover how to develop targeted, data-driven human capital solutions with the goal of helping your business leaders make well-informed decisions that mitigate business risks. In collaboration with peer learners, you will work through a case study to practice your new skills and 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



\*Visit [shrm.org/educationalprograms](https://shrm.org/educationalprograms) for the most up-to-date recertification credit

## 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



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