



Effective Workforce Planning

Overview

Effective workforce planning is critical for aligning an organization's workforce with its strategic goals. This training program equips participants with the tools, techniques, and insights needed to anticipate future workforce needs, address skill gaps, and enhance organizational efficiency.

Target Audience

- HR professionals
- Managers and team leaders
- Workforce planners and analysts
- Business strategists
- Anyone involved in strategic planning and resource management

Objectives

By the end of this training, participants will be able to:

1. Understand the principles and importance of workforce planning.
2. Conduct a comprehensive workforce analysis.
3. Identify and address skill gaps in alignment with organizational goals.
4. Develop data-driven workforce plans.
5. Monitor and evaluate the effectiveness of workforce planning strategies.

Course Content

Module 1: Introduction to Workforce Planning

- Definition and significance

- Key principles of workforce planning
- Workforce planning in the context of business strategy

Module 2: Workforce Analysis

- Current workforce profiling
- Forecasting future workforce needs
- Analyzing workforce trends and data

Module 3: Identifying Skill Gaps

- Assessing current skills inventory
- Mapping skills to future needs
- Strategies for addressing skill shortages

Module 4: Workforce Planning Strategies

- Scenario planning and modeling
- Succession planning
- Talent acquisition and retention strategies

Module 5: Implementation of Workforce Plans

- Developing actionable workforce plans
- Stakeholder engagement and communication
- Change management in workforce planning

Module 6: Monitoring and Evaluation

- Key metrics for workforce planning success
- Continuous improvement strategies
- Tools and technologies for workforce planning

Duration

- **Option A:** 2-day intensive virtual-live workshop
- **Option B:** Self-paced learning over a period of 2 months.

Training Materials

Participants will receive:

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- A comprehensive training manual
- Access to workforce planning templates and tools
- Case studies and examples for practical application
- Certificate of completion

Expected Outcomes

Participants will be able to:

- Develop workforce plans that align with business goals.
- Use workforce data to make informed decisions.
- Implement strategies to ensure a resilient and agile workforce.
- Enhance organizational performance through effective resource planning.

Facilitators

Our facilitators are seasoned professionals in human resource management, workforce analytics, and strategic planning. They bring years of experience and practical insights to the training.

Fees and Registration

- **Fee:** NGN485,925 for self-paced online learning | NGN675,000 for the 2-day intensive workshop
- **Mode:** In-person/Virtual (select based on your preference)

For group registrations, corporate training options, or more information, please contact our admissions team at info@hrondeckservices.com or call +2349044642114

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