



HR Strategy and Training

Strategic Workforce Planning

Course Introduction

Workforce Planning is now a critical factor in the longer-term ability of International Business to compete globally.. It is now seen as a key business requirement, organisations must have a clear strategy, to support the Workforce Planning process, we will discuss a number of real-life strategies and approaches. Having a clear strategy will enable informed decisions to be made to achieve a balanced approach, how to assess and when to develop current staff or, actively recruiting external candidates into the company to satisfy future requirements.

Target Audience

This course is designed and beneficial for professionals handling functions related to the planning, and/or recruiting manpower for their organization.

Learning Objectives

- Understand how to predict and therefore manage future trends
- Consider the balance between managing individuals' careers and business needs
- Appreciate the relationship between operational and human resource management
- Be able to use the most appropriate approach to your business workforce planning process
- Develop your process management skills to maximize the use of resources
- Learn and be able to implement new dynamic workforce planning systems
- Consider several strategic models for workforce planning
- Be able to convert predictive data into a monetary value
- Re-energize interviewing, appraisal processes and systems

- Create a methodology to present business information effectively
- Be aware of organizational measurement tools and those that can be applied to individuals
- Develop business techniques to manage the workforce planning process
- Plan and implement action plans for self and individuals/managers involved in the Workforce Planning process

Course Outline

• DAY 01

The dynamic role of workforce planning

- Introductions, programme, objectives and ways of working
- HR models and how to satisfy potential future organisational structures
- The growing business importance of HR workforce planning (HRMP)
- The changing shape of organisations and work requirements – the effects on today's organisation
- Trends – right sizing; what's appropriate – use of decision making tools and examples
- The four main areas of workforce planning – Strategic focus, Data and analysis, workforce planning and people development including case study

• Day 02

The strategic focus on workforce planning from first principals

- The new HR strategic map
- How to use a strategic template – exercise and case study
- Measuring organisational maturity – a trigger for workforce planning activities – exercise
- Converting strategy into workable plans, the collection and analysis of business data to trigger appropriate action – including exercise
- Techniques for delivering on time and on budget

• Day 03

Workforce, forecasting and trend analysis

- Understanding trends – examples and exercise
- Use of predictive software to support the supply of workforce
- How to measure relationships and understand results – exercises
- The need for using unit costs – exercise
- Individual measurements, exactly how competencies are structured
- Managing expectations and individual's needs
- Measuring and forecasting individuals performance using behavioral techniques

• Day 04

Workforce supply – Business planning and workforce re- engineering

- Selecting the “right” principal for workforce supply
- Consider the three approaches to succession planning
- The use of pre selection for key posts – the role of psychometric testing, emotional intelligence assessment centre’s, agreements and visual development maps
- Business review – why workforce planning should be considered and where it has an impact – including case study

• Day 05

Making the Workforce planning process fit together to maximize results

- The use of management tools and techniques to achieve maximum effect
- Why performance appraisals on their own don’t work for selection into development pools
- Three approaches, talent pool, individual selection and head hunting
- The cooperation needed in order to achieve the business benefits
- How the whole workforce planning process should ‘fit’ together

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
June 1, 2025	June 5, 2025	5 days	2150.00 \$	Virtual - Online
July 14, 2025	July 18, 2025	5 days	4950.00 \$	England - London
Aug. 4, 2025	Aug. 8, 2025	5 days	4950.00 \$	England - London
Dec. 8, 2025	Dec. 12, 2025	5 days	4250.00 \$	UAE - Dubai