

# Remote Workforce Planning



## *Creating Plans for Emerging Trends & Flexible Work Arrangements.*

**Workforce Planning** is all about ensuring you have the right people, in the right place, at the right time, at the right cost to mitigate workforce risk. It is also about having the right people strategy to help navigate market fluidity.

This course will introduce you to workforce planning principles and their importance in ensuring the best talent and a fully engaged workforce. It will step through the planning process and examine the impact of flexible work schedules and other market trends as part of the strategy.

From the initial job design and analysis to succession planning, this course will give you the skills, methods and tools to ensure you have the workforce you need now and in the future. This course is ideal for individuals and businesses operating in a digital world where virtual collaboration and hybrid work are the norm.

## Designed for?

- > Applicable to HR professionals and generalists.
- > Growing businesses that must plan for future HR resources in an uncertain corporate landscape.
- > An ideal group size is 6 – 15 participants.

## Key Learning Outcomes

- ✓ Recognise the significance of workforce planning for hybrid working.
- ✓ Conduct a thorough analysis of any situation and perform a gap analysis.
- ✓ Document and record the workflow for improved clarity and efficiency.
- ✓ Understand and address the challenges related to remote workforce planning by developing appropriate strategies.
- ✓ Drive continuous improvement by monitoring and managing critical stakeholder needs.
- ✓ Identify and describe your organisation's purpose, objectives, metrics and system components.
- ✓ Formulate job descriptions that encompass the required skills for all types of workers.
- ✓ Develop a comprehensive plan of action to ensure the right people are in the right job.
- ✓ Address performance gaps within the workforce to enhance overall productivity.
- ✓ Implement the workforce plan while ensuring all necessary resources are readily available for successful execution.
- ✓ Establish measures to monitor progress against set goals and milestones.
- ✓ Create and implement a knowledge management system for efficient information sharing.
- ✓ Optimise recruitment processes to attract and select the best talent.
- ✓ Recognise, develop and nurture talent within the organisation for long-term growth and success.

Live Face to Face, Virtual or Hybrid



Power Sessions



Half-Day



1-Day



2-Day



Coaching

Contact Us

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