XCELERATE TRAINING INSTITUTE
your learning & development partner

HUMAN RESOURCES MANAGEMENT (HRM)

Strategic Workforce Planning Training Course

DURATION	LANGUAGE	FORMAT
5 days	English	Classroom / Online

Upcoming dates

Dates	Venue	Format	Fee
15 – 19 Mar 2027	Live online	Online (live)	€1,200
26 – 30 Apr 2027	Barcelona	Classroom	€4,800
27 Sep – 1 Oct 2027	Live online	Online (live)	€1,200

Register or ask a question

Online: x8ti.com/course/strategic-workforce-planning-training-course/
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Strategic Workforce Planning Training Course

Introduction

Introduction

Strategic workforce planning is self-explanatory. A process of strategic planning for the employees working in an organization. Designing a process for an organization to proactively anticipate current and future business needs and changing environment. The key reason for this type of planning is to ensure the organization is resourceful and is prepared to achieve the goals.

Strategic planning helps an organization predict its hiring needs for the near future and the long run, ensuring the organization has the best talent as and when required. Strategic planning takes care of unforeseen circumstances by developing contingency plans.

This Xcelerate Strategic Workforce Planning training course enables the organization to have a better chance of connecting, communicating, and helping its employees reach its goals and achieve their personal & professional goals as well. It is an opportunity for an organization at building a relationship with its employees that leads to rapid and consistent growth and more business opportunities.

Learning Objectives

- Define what is strategic workforce planning
- Explain the importance of strategic workforce planning and its benefits to the organization
- Learn and design a clear and concise plan to achieve the organizational goals and maintaining its everlasting success
- Acquire top talent in the market by utilizing the best innovative technologies
- Develop long-term strategies to meet the desired standards
- Build a proactive approach for hiring and training the employees as per the business need
- Adopt strategic planning to recognize and analyze skill gaps to bridge them by providing an appropriate solution
- The organization will have staffing stability around all its departments
- Construct the right approach to gain effective results and a higher return on investments
- Build a process of consistently evaluating employee performance and providing improvement plans
- Define and deploy best and improved Key Performance Indicators (KPIs)
- Successfully set a benchmark and leave the competitors behind, staying ahead always
- Plan cost-saving strategy, minimize risk and legal obligations

Training Methodology

Xcelerate Training Institute has designed this training program on the Strategic Workforce Planning Training Course for individuals in recruitment, leadership hiring role, management roles in any organization.

This workshop is an interactive and engaging session as participants from all cultures participate in this

training program and share their own office experiences and challenges. Tailored modules can be arranged for organization specific learning requirements. This program schedule involves group discussions, case studies, and role-plays.

Benefits for Your Organization

- Participants would be able to strategically plan and gain access to attract the top talent with specialized skills in the market
- Align workforce requirements directly to the business needs
- Accelerate production, set a benchmark, and acquire the desired success
- Learn to lead the organization to successful operations by having the best policies for its employees
- The organization would be able to anticipate the changes the market holds for the future
- Have a plan to monitor employee performance and implement improvement program if need be
- The organization would have a proper system to identify and bridge the gap in the operational field
- Operate on action plans to achieve the target goal and improve employee morale
- The strategic plan would help take appropriate action in case of any difficult or unforeseen circumstance
- Having a plan enables the employees to make the most difficult decisions in an emergency
- Would be able to identify any kind of technical glitch and fix it with the best of its ability
- The organization would be able to retain the best talent in the market

Benefits for You

- Have the right resources to generate the best results
- Strategic planning enables employees to make effective decisions
- Participants would learn to assess, identify the problems/ gaps and design solutions for it
- Learn to boost employee morale and help them improve the quality of work
- Would be able to design employee development plans
- Participants would learn to provide training and monitor progress
- Learn to build a healthy workplace relationship
- Provide a conducive environment for employee engagement thereby enhancing productivity
- Would be able to communicate the goals and target with employees
- Learn to create an advancement program and supply career growth to the employees
- Participants would be able to design and implement employee referral program thereby hiring best in the industry by engaging the right channel
- Learn to support the employees go up the ladder and create a successful career
- Implement succession planning and prepare internal talent pool for next-level roles
- Create a pipeline of leadership and other key roles so that organization is future-ready
- Poach and retain the best talent by offering the best benefits and growth opportunities

Target Audience

HR personnel, Functional Managers, Recruiters and Hiring Managers, OD consultants, Independent consultants, Strategy Coaches and Consultants

Course Outline

Introduction to Strategic Workforce Planning

- What is Strategic Workforce Planning?
- Importance and benefits of Strategic Workforce Planning
- The cycle of Strategic workforce planning
- Different ways strategic workforce planning improves the business

Cycle of Strategic Workforce Planning

- Analyzing and identifying skill gaps
- Developing an action plan
- Implementing and monitoring the action plan
- Evaluating and revising basis feedback and experiences

Steps to Successful Strategic Workforce Planning

- Considering organizations long term goals
- Analyzing the quality and the quantity of the workforce
- Identifying current and future skills gap
- Global digitization and technological enhancements
- Engaging with an external consultant for expert advice
- Maintaining the balance between organizational values with an evolving business environment

Benefits of Strategic Workforce Planning

- Improved KPI’s
- Being prepared for the unexpected
- Building a smooth and effective communication system
- Cost optimization
- Having a long-term hiring plan
- Less risk and legal obligations

Developing Strategic Workforce Planning

- Planning and scheduling
- Conducting staff assessment
- Developing and comparing demand and supply data
- Creating and communicating the workforce plan
- Implementing and monitoring the workforce plan
- Evaluating the workforce plan
- Making amendments from the feedback received

Challenges with Strategic Workforce Planning

- Identifying critical roles
- Providing relevant workforce data to the managers
- Expanding succession planning efforts

- Aligning skills with business needs
- Little or no collaboration while planning
- Decisions with incomplete or incorrect workforce data
- Not being able to identify talent and skill gap at the right time

Developing and Maintaining Talent Pool

- Maintain records for the qualified candidates
- Reengaging with unsuccessful candidates
- Connect with students willing to work
- Offer internships to identify value and goal alignment
- Conduct IJP (Internal Job Posting) for the employees
- Connect with former employees
- Keep checking and updating the talent pool

Succession Planning and Building Pipeline

- Be proactive
- Identify the future needs well in advance
- Groom and train employees for key roles/ vacancies in future
- Delegate, train and empower employees at each level
- Sponsor learning and growth for increased loyalty

Leader’s role in strategic workforce planning

- Leaders must proactively communicate business and manpower needs
- To clearly identify and define key behavioral and functional competencies.
- Partner with talent acquisition for hiring and grooming right talent
- Be hyperactive in suggesting best suitable profiles from their network
- Be agile in grooming existing talent pool for changing needs of the business
- Be resilient in case of a setback
- Motivate and empower employees to deal with unanticipated business changes

HR’s role in strategic workforce planning

- HR to be a real business partner and learn the business inside out
- Constantly engage with leaders to learn about competencies required to achieve business goals faster and efficiently.
- Build strategies to sustain the success and retain employees when going gets tough due to business exigencies
- Stay abreast and drive initiatives that lead to success before turning obsolete

FAQ’s, Role-plays, Case studies and Discussions

- Interact with and learn from best in class leaders
- Review the past trends and map how the industry has changed
- Revisit and identify mistakes from the past that hindered growth & success
- Devise a strategic plan for what can be done differently in your industry in the next 3-5 years (Group activity)

- Identify the skills and actions you will take to improve your vision and collaboration within the organization (Individual activity)

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Registration Form

Strategic Workforce Planning Training Course

Preferred dates: ..... Venue or online: .....

Duration: 5 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

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City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

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Open the course page