

Workforce Planning

2018 Community of Practice

Workforce Planning Model - Review



Workforce Planning is...

- a systematic approach to managing resources to meet the operational needs of your agency;
- a roadmap to support decision-making;
- tied to your agency's business plan, operational plans, and financial plans; and
- an on-going process.



Workforce Planning is not...

- a quick process to be done off the side of your desk;
- based on one model that will fix everything;
- just an HR function; and
- set in stone.

In a nutshell...

Workforce Planning is about understanding:

- what your workforce looks like now;
- what your agency needs for the future;
- how to get the workforce you need.





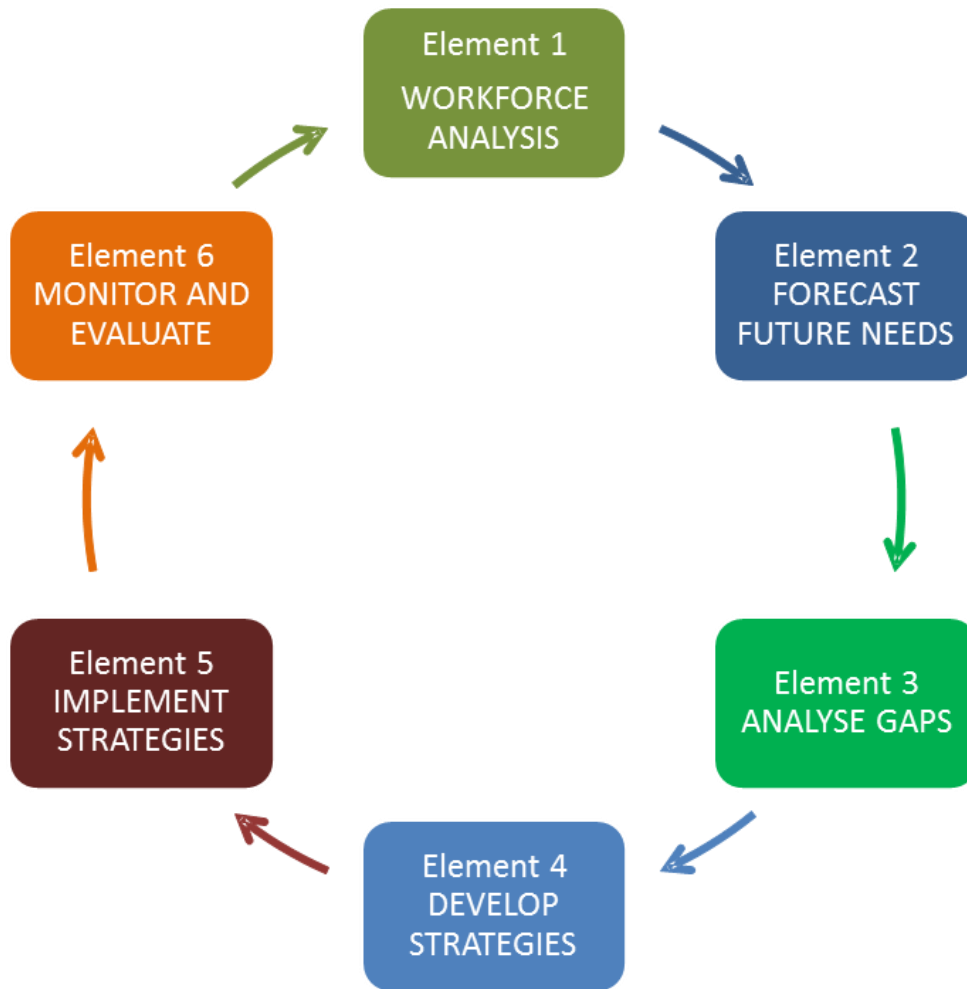
Now what?

Workforce Planning Model



What level of planning?

1. Immediate – immediate need, current issues.
2. Intermediate – short-term future plan for known issues.
3. Strategic – long-term future plan.





Workforce Analysis

1

- Where are you heading?
- What can you already do?
- What else is available to you?



Forecast Future Needs

2

- What could happen?
- What is going to happen?
- What needs to happen?
- What will you need?

Analyse Gaps

3

- What's missing?
- What do you have too much of?
- What needs changing?



Develop Strategies

4

- Identify the key issues.
- Review your resources.
- Develop your plan.



Implement Strategies

5

- Action.
- Change Management.
- Communication.



Monitor and Evaluate

6

- Is it working?
- Do you need to adjust?
- Are you where you need to be?



Tasmanian
Government