Training Course on Strategic Workforce Planning and Analytics

Professional Development Training Course Outline

Category	CEOs and Directors	**Duration**	10 Days
Base Fee	$3,000 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In today's rapidly evolving business landscape, **Strategic Workforce Planning (SWP)** and **Workforce Analytics** are no longer optional but critical imperatives for organizational success. Training Course on Strategic Workforce Planning and Analytics empowers HR professionals, business leaders, and talent management specialists with the **data-driven insights** and **predictive capabilities** needed to proactively shape the future of their workforce. By bridging the gap between **business strategy** and **human capital management**, participants will learn to anticipate future talent needs, optimize resource allocation, and build an agile, resilient, and **future-ready workforce** that drives sustainable competitive advantage.

This program delves into the methodologies and tools necessary to transform raw HR data into actionable intelligence, enabling **evidence-based decision-making** across the entire **talent lifecycle** . From **skill gap analysis** and **succession planning** to **diversity & inclusion analytics** and the **impact of AI on HR**, attendees will gain practical skills to navigate complex workforce challenges. We emphasize real-world application, integrating cutting-edge **HR technology** and fostering a deep understanding of how **people analytics** can unlock true **organizational performance** and foster a culture of **continuous learning** and **talent optimization**.

Programme Curriculum

Training Course on Strategic Workforce Planning and Analytics

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Course Objectives

1. Understand and apply leading SWP models to align **human capital strategy** with overall **business objectives**.
2. Leverage **big data** and **HR dashboards** to derive actionable insights from **employee data**.
3. Utilize **predictive analytics** and **scenario modeling** to accurately project future talent needs and **skill requirements**.
4. Assess internal **talent pipelines**, external labor market trends, and **contingent workforce** availability.
5. Develop strategies for **upskilling**, **reskilling**, and **talent acquisition** to close critical competency deficits.
6. Apply **resource optimization** techniques to ensure the right talent is in the right place at the right time for maximum **productivity**.
7. Design effective **career pathing** and **leadership development** programs using data-driven insights.
8. Quantify the financial and operational contributions of HR initiatives through **people analytics metrics**.
9. Analyze workforce demographics to foster an inclusive culture and achieve **DEI goals**.
10. Explore the practical applications of **AI for HR** in areas like recruitment, performance, and **employee engagement**.
11. Communicate complex workforce insights clearly and persuasively to **senior leadership** and stakeholders.
12. Understand **data privacy**, **bias in AI**, and responsible data governance in HR.
13. Prepare organizations for **digital transformation**, **automation**, and evolving **work models**

Organizational Benefits

- Attract, develop, and retain top talent by understanding critical skills and employee needs.
- Reduce costs associated with overstaffing, understaffing, and high turnover through precise planning.
- Proactively adapt to market shifts, technological advancements, and economic changes with a flexible workforce.
- Move beyond intuition to make informed, evidence-based choices regarding human capital investments.
- Ensure leadership continuity and critical role coverage, mitigating organizational risk.

- Align individual capabilities with organizational goals, fostering a more motivated and effective workforce.
- Outpace competitors by strategically leveraging human capital as a key differentiator.
- Proactively address regulatory requirements and mitigate risks associated with workforce imbalances.

Target Audience

1. HR Directors and Managers.
2. Workforce Planning Specialists.
3. HR Business Partners (HRBPs)
4. Talent Acquisition and Development Leaders
5. Organizational Development Professionals
6. Data Analysts and Scientists.
7. Senior Business Leaders
8. Consultants.

Course Outline

Module 1: Foundations of Strategic Workforce Planning (SWP)

- Defining SWP and its evolution in the **Future of Work**.
- The critical link between **business strategy**, **organizational goals**, and **human capital planning**.
- Key components of a robust SWP framework: demand, supply, gap analysis, and action planning.
- Understanding the **drivers of workforce change**
- Case Study: *A global retail chain adapting its workforce strategy to the rise of e-commerce and changing consumer behaviors.*

Module 2: Introduction to Workforce Analytics and People Data

- What is **Workforce Analytics**? The journey from HR reporting to **predictive insights**.
- Identifying key **HR metrics** and **KPIs** for SWP.
- Data sources for workforce analytics: HRIS, ATS, LMS, engagement surveys, etc.
- Ensuring **data quality**, integrity, and **data governance** in HR.
- Case Study: *An e-commerce company using employee pulse surveys and absence data to predict and reduce voluntary turnover.*

Module 3: Workforce Demand Forecasting Techniques

- Quantitative forecasting methods: regression analysis, trend analysis, time series.
- Qualitative forecasting methods: Delphi technique, expert panels, scenario planning.
- Factors influencing demand: business growth, technological advancements, automation, new markets.
- Translating business strategy into **future talent demand**.
- Case Study: *A manufacturing firm forecasting specialized engineering roles required for adopting Industry 4.0 technologies.*

Module 4: Workforce Supply Analysis and Internal Mobility

- Analyzing current workforce demographics, skills inventory, and talent profiles.
- Internal supply forecasting: promotions, transfers, retirements, attrition.

- Understanding **talent mobility** and internal career pathways.
- Tools for **skill assessment** and competency mapping.
- Case Study: *A financial services company using an internal talent marketplace to identify and redeploy employees to critical projects, reducing external hiring costs.*

Module 5: Gap Analysis and Strategic Interventions

- Methodologies for identifying **skill gaps** and **talent surpluses/deficits**.
- Prioritizing critical gaps based on business impact and urgency.
- Developing **build, buy, borrow, or bot** strategies for closing gaps.
- Action planning for recruitment, training, redeployment, and automation.
- Case Study: *A healthcare provider addressing a severe shortage of specialized nurses through a multi-pronged strategy combining accelerated training, targeted recruitment, and temporary staffing.*

Module 6: Workforce Segmentation and Critical Roles

- Identifying **critical roles** and **mission-critical talent** within the organization.
- Strategies for segmenting the workforce based on strategic value and risk.
- Focusing SWP efforts on high-impact areas.
- Understanding the cost of a vacant critical role.
- Case Study: *A technology startup identifying its core software engineering roles as critical and developing robust retention strategies for these teams.*

Module 7: Leveraging HR Technology for SWP & Analytics

- Overview of **Workforce Planning software** and **HR analytics platforms**.
- Utilizing **Business Intelligence (BI) tools** for HR data visualization and reporting.
- Data integration strategies for a holistic view of the workforce.
- The role of **cloud-based HR solutions** in modern SWP.
- Case Study: *A multinational corporation implementing an integrated HR analytics platform to centralize global workforce data and generate real-time insights.*

Module 8: Predictive Analytics in Human Resources

- Introduction to **predictive modeling** and **machine learning** concepts in HR.
- Predicting **employee turnover**, performance, and success.
- Identifying factors influencing **employee engagement** and satisfaction.
- Ethical considerations and bias in **AI-driven HR analytics**.
- Case Study: *An energy company using predictive analytics to identify employees at high risk of attrition and implementing targeted retention interventions.*

Module 9: Financial Acumen for Workforce Planners

- Understanding the **cost of labor** and **human capital ROI**.
- Budgeting and forecasting human capital expenses.
- Quantifying the financial impact of SWP initiatives.
- Measuring the return on investment (ROI) of training and development programs.
- Case Study: *A professional services firm calculating the ROI of a new talent development program based on improved project delivery and client satisfaction.*

Module 10: Succession Planning and Leadership Development

- Integrating SWP with **succession management** processes.

- Identifying high-potential employees and future leaders.
- Developing tailored **leadership development programs**.
- Building a resilient leadership pipeline for critical roles.
- Case Study: *A large manufacturing conglomerate using SWP to identify and groom future plant managers across its global operations.*

Module 11: Diversity, Equity, and Inclusion (DEI) Analytics

- Measuring and analyzing **DEI metrics** and disparities.
- Using data to identify and address systemic biases in HR processes.
- Designing inclusive workforce strategies.
- Reporting on **DEI progress** and impact.
- Case Study: *A consumer goods company using analytics to track and improve gender diversity in leadership roles, leading to enhanced innovation and market share.*

Module 12: Building an Agile Workforce

- Concepts of **organizational agility** and **workforce flexibility**.
- Strategies for managing **contingent workers** and the **gig economy**.
- Designing roles for adaptability and cross-functional collaboration.
- Developing a culture of **continuous learning** and **reskilling**.
- Case Study: *A media company restructuring its workforce to incorporate more project-based teams and external freelancers to respond to rapidly changing content demands.*

Module 13: Data Storytelling and Influence

- Translating complex data into clear, compelling narratives.
- Visualizing workforce insights effectively through dashboards and reports.
- Communicating recommendations to **senior stakeholders** and gaining buy-in.
- Techniques for influencing strategic decisions with data.
- Case Study: *An HR analytics team presenting a strategic workforce plan to the executive board, highlighting potential talent shortages and proposing solutions, leading to significant investment in a new training initiative.*

Module 14: Change Management in SWP Implementation

- Strategies for leading and managing organizational change related to SWP.
- Overcoming resistance to new processes and data-driven approaches.
- Engaging stakeholders across different departments.
- Fostering a data-centric culture within HR and the wider organization.
- Case Study: *A healthcare system successfully implementing a new workforce planning system by involving key clinical and administrative leaders throughout the design and rollout phases.*

Module 15: The Future of Workforce Planning and Analytics

- Emerging trends: **AI in recruitment**, **blockchain for HR**, **augmented analytics**.
- The role of ethics and responsible **AI in HR**.
- Preparing for the impact of **automation** and **robotics** on job roles.
- Continuous learning and development for SWP professionals.
- Case Study: *A tech company exploring the integration of AI-powered talent matching platforms to optimize internal mobility and external hiring processes.*

Training Methodology

Our training methodology is designed for maximum engagement, practical application, and immediate impact. It incorporates:

- **Interactive Lectures & Discussions:** Facilitating knowledge transfer and peer learning.
- **Hands-on Workshops:** Practical exercises using real-world datasets and analytical tools (e.g., Excel, specialized HR analytics software).
- **Case Studies:** In-depth analysis of diverse organizational scenarios to apply theoretical concepts.
- **Group Projects:** Collaborative problem-solving to develop strategic workforce plans for simulated organizations.
- **Expert-Led Sessions:** Insights from industry practitioners and thought leaders in SWP and People Analytics.
- **Tools & Templates:** Provision of practical frameworks, templates, and checklists for immediate implementation.
- **Q&A and Brainstorming Sessions:** Encouraging active participation and addressing specific organizational challenges.
- **Action Planning:** Guiding participants to develop personalized action plans for applying learnings within their organizations.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	04 Dec 2026	Online	$2,000
23 Nov 2026	04 Dec 2026	Physical	$3,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$9,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$12,000

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