



# Implementing Workforce Plans

## NDA TRAINING TASMANIA

RTO Provider : 60034

**Course Cost** - \$395

**Duration** – 1 Day

### Locations

- Hobart
- Launceston
- Ulverstone

### Course Dates

Course dates can be found on the training calendar on the NDA website. If you can't find a suitable date, email:

[bookings@nda.com.au](mailto:bookings@nda.com.au)

### Private Training

This training can be delivered as a private course for your organisation and can be customised for your needs. The training can be delivered either on-site or at NDA premises.

Please contact us for further information and to be provided with a quote.

### More Information

Phone: 03 6334 4910

Email: [bookings@nda.com.au](mailto:bookings@nda.com.au)

Web: [www.nda.com.au](http://www.nda.com.au)

BOOK

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### Unit Code/s\*:

BSBHRM524 - Coordinate workforce plan implementation (with post course work)

### Course Objectives

This course introduces the concept of workforce planning and how undertaking workforce planning can help organisations to meet their needs and requirements. You will outline methods to establish workforce objectives and strategies and examine workforce plan implementation. You will also explore workforce objectives and HR areas, including staff development and retention, training and development, and promotion as well as ways to monitor and evaluate workforce plans and trends.

### Learning Outcomes

#### Workforce Requirements

- What is workforce planning?
- Reviewing staff turnover
- Workforce supply
- Requirements for a skilled and diverse workforce

#### Workforce Objectives and Strategies

- Stakeholders
- Addressing high staff turnover
- Retention and talent management
- Sourcing skilled labour
- Communicating workforce objectives and plans
- Stakeholder endorsement of workforce strategies

#### Workforce Planning Implementation

- Implementation of workforce objectives
- Workforce change strategies
- Workforce diversity strategies
- Succession planning and implementation

#### Monitoring and Evaluating Workforce Trends

- Evaluating replacement policies
- External environment conditions
- Monitoring effects of labour trends
- Organisational climate and worker satisfaction
- Responding to internal and external changes
- Monitoring government policy
- Evaluating the change processes

### Optional Assessment - \$195 per unit

This course is part of a nationally recognised training program. Participants who successfully complete the optional assessment component of this course will receive a Statement of Attainment for the unit of competency aligned to the training course.

Exercises and activities completed during the course will be used as evidence towards unit competency.

Participants who choose not to be assessed will receive a Certificate of Attendance.