

## Questions to guide you through Workforce Planning



- What are the key business goals and objectives for the next year? We used to be able to ask for longer, but that is no longer a viable approach.
- What is our competitive environment like, and how will it impact your ability to meet these goals and objectives?
- What are the critical processes that are needed to meet those goals?
- What are the key success factors for achieving future outcomes?
- What are the key work activities associated with these success factors?
- What are the barriers to optimal performance of the work activities?
- What talent pools can affect those barriers?
- What features of your current talent pool may impact your ability to achieve success in the future?
- What people capabilities are needed to deliver on those critical processes?
- What are the most critical people issues (including availability of the skills you need and the cost of these skills) you currently face?
- What do you think the most critical people issues will be in six months to one year?
- Which positions and capabilities are most critical to your business?