MOD 5: Talent Management & Workforce Planning

This module focuses on the impact of effective workforce planning in considering the development of diverse talent pools and how to contract and onboard the workforce. It also includes analysis of the potential cost to the organisation if this is poorly managed and the tools and interventions required to mitigate the risk. (5CO05)

a. <u>Topics Covered</u>

1. The labour market and organisational positioning. **(1.1) (1.2)**

2. The role of government, employers, and trade unions in ensuring future skills needs are met. **(1.3)**

3. Workforce planning. **(2.1) (2.2) (2.3)**

4. Methods of recruitment and selection. **(2.4)**

5. Turnover and retention, and the costs of dysfunctional turnover. **(3.1) (3.5)**

6. Developing and retaining talent, and talent pools. **(3.2) (3.3)**

7. The benefits of diversity in building and supporting talent pools. **(3.4)**

8. Contractual arrangements and contractual terms. **(4.1) (4.2)**

9. The components and benefits of effective onboarding. **(4.3)**

b. <u>Learning Outcomes</u>

- Explain how organisations strategically position themselves in competitive labour markets. **(1.1)**

- Explain the impact of changing labour market conditions on resourcing decisions. **(1.2)**

- Discuss the role of government, employers, and trade unions in ensuring future skills needs are met. **(1.3)**

- Analyse the impact of effective workforce planning. **(2.1)**

- Evaluate the techniques used to support the process of workforce planning. **(2.2)**

- Explain approaches to succession and contingency planning aimed at mitigating workforce risks. **(2.3)**

- Assess the strengths and weaknesses of different methods of recruitment and selection to build effective workforces. **(2.4)**

- Examine turnover and retention trends, and the factors that influence why people choose to leave or remain. **(3.1)**

- Compare different approaches to developing and retaining talent on an individual and group level. **(3.2)**

- Evaluate approaches that an organisation can take to build and support different talent pools. **(3.3)**

- Evaluate the benefits of diversity in building and supporting talent pools. **(3.4)**

- Explain the impact associated with dysfunctional employee turnover. **(3.5)**

- Assess suitable types of contractual arrangements dependent on specific workforce need. **(4.1)**

- Differentiate between the main types of contractual terms in contracts. **(4.2)**

- Explain the components and benefits of effective onboarding. **(4.3)**

c. **Assessment**

PENDING ASSIGNMENT ADVICE FROM CIPD

d. Essential Reading

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TOPIC 5

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