

# Workforce Planning Self-Assessment Questions

Below are the only valid entries for the assessment. This Self-Assessment is set up to process 1-10 participant's views. When using for less than 10 participants, the entry fields need to stay clear/empty so it does not skew the results. Each participant's answer is to be recorded using the drop down box next to the question and select an answer of 1-5, or leave at Non applicable for each question for each process area.



In my belief, the answer to the following question is clearly defined: (click 'Not applicable' under Participant name to change value, leave at 'Not applicable' if the question is not matched to your goals/needs)

- 1 Strongly Disagree
- 2 Disagree
- 3 Neutral
- 4 Agree
- 5 Strongly Agree

Show RACI Matrix Results

## Step 1 - Enter the names of the participants here:

- Participant 1
- Participant 2
- Participant 3
- Participant 4
- Participant 5
- Participant 6
- Participant 7
- Participant 8
- Participant 9
- Participant 10

## Step 2 - Now have each participant answer each question for each Process area, under their name. Click 'Not applicable' under Participant name to change value, leave at 'Not applicable' if the question is not matched to your goals/needs.

	Participant 1	Participant 2	Participant 3	Participant 4	Participant 5	Participant 6	Participant 7	Participant 8	Participant 9	Participant 10	Total	Count	Avg
<b>1 Recognize</b>													
"In my belief, the answer to the following question is clearly defined:"											0	0	0
1 Do you anticipate an increase in your current workforce needs?	5	5	5	3	5	5	5	5	5	5	48	10	4.8
2 What new products or services does your organization need to provide?	5	5	5	5	1	5	4	5	5	5	45	10	4.5
3 Have the current and future occupational shortages been identified?	5	1	5	5	5	5	5	1	5	5	42	10	4.2
4 Does the supervisor need to comment on all major areas of responsibility and goals?	5	5	5	5	5	5	5	4	5	5	49	10	4.9
5 What concerns/issues are there related to employee engagement?	5	2	5	3	5	5	2	5	5	5	42	10	4.2
6 What does the future workforce need to look like?	4	4	5	5	5	3	5	5	5	5	46	10	4.6
7 Has progress been made on key identified workforce targets / metrics?	5	5	5	5	5	5	5	3	5	5	48	10	4.8
8 What criteria should be used for determining whether to hire for needed skills, contract out, or retrain current employees?	5	5	1	5	5	5	1	5	5	5	42	10	4.2
9 What are the critical skill sets you need to make your organization a success?	5	4	5	5	1	5	1	5	5	5	41	10	4.1
10 What does Workforce Planning success mean to the stakeholders?	5	5	5	5	5	5	5	5	1	4	45	10	4.5
11 Where are the gaps, in terms of capabilities, that you need to buy or build?	5	5	5	5	5	4	3	5	5	5	47	10	4.7
12 What are the expected benefits of Workforce Planning to the stakeholder?	5	5	5	1	5	5	5	3	5	5	44	10	4.4
13 Does your current workforce match the needs of your strategy?	5	5	5	5	5	5	1	5	5	5	46	10	4.6
14 How are the Workforce Planning's objectives aligned to the group's overall stakeholder strategy?	5	5	5	5	5	5	5	5	5	5	50	10	5
15 What other workforce issues do you foresee during the transition period?	5	5	4	1	5	5	4	5	5	5	44	10	4.4
16 Why do you need a picture of the workforce?	5	5	5	5	1	5	3	5	2	5	41	10	4.1
17 What will be the main health needs?	5	5	5	1	5	5	5	5	5	5	46	10	4.6
18 Who else hopes to benefit from it?	5	5	5	5	5	5	3	5	5	5	48	10	4.8
19 How are you going to measure success?	5	5	5	1	5	5	5	5	5	5	46	10	4.6
20 Are there any other workforce issues you wish to mention?	5	5	5	5	5	3	5	5	5	5	48	10	4.8
21 As a sponsor, customer or management, how important is it to meet goals, objectives?	5	1	5	5	5	1	5	4	5	5	41	10	4.1
22 How many new positions do you need to fill?	2	1	5	5	5	5	5	5	5	5	43	10	4.3
27 What new skills will the health authority need to accomplish its mission and goals?	5	1	5	5	5	5	3	5	5	5	44	10	4.4
28 What percentage of your key positions have identified successors?	5	3	5	3	5	5	1	5	5	5	42	10	4.2
29 What does your organization do with current workforce no longer needed?	5	5	2	3	5	1	5	5	1	5	37	10	3.7
30 What critical skills and capabilities need to be retained now to ensure that the right talent, in the right jobs and in the right locations is in place to fully leverage the recovery?	5	5	5	5	2	5	5	1	2	5	40	10	4
31 Has your office identified which occupations and positions are mission-critical?	5	5	5	5	5	5	5	5	5	5	50	10	5
32 Who delivers nationally recognized training?	5	5	5	5	5	5	5	5	3	5	48	10	4.8
33 What essential skills will your organization workforce of the future need to have?	4	5	5	5	5	5	5	5	1	5	45	10	4.5
34 What workforce relationships are needed to support other health needs?	5	5	1	5	5	5	5	1	5	5	42	10	4.2
35 What are the stakeholder objectives to be achieved with Workforce Planning?	5	5	5	5	5	3	5	5	5	5	48	10	4.8
36 How are gaps between the current and the future workforce identified?	5	5	5	5	5	5	4	5	5	5	49	10	4.9
37 What skills/abilities/corporate knowledge will you need to replace?	2	5	5	5	5	5	5	5	5	5	47	10	4.7
38 What situation(s) led to this Workforce Planning Self Assessment?	4	5	5	5	5	1	5	4	5	5	44	10	4.4
39 How will your organization need to be structured to support future work requirements?	5	5	4	5	5	1	5	5	5	5	45	10	4.5
40 Does the structure of your organization need to change to achieve the strategy?	5	5	5	3	3	5	5	1	5	2	39	10	3.9
41 What technology is needed to leverage the workforce of the future?	3	1	5	5	5	5	5	5	3	5	42	10	4.2
42 Will the way you work/conduct business need to change?	5	5	3	2	5	5	4	3	5	5	42	10	4.2
43 What cultural issues affect operations and access to workforce talent?	5	3	5	2	5	5	4	4	1	5	39	10	3.9
44 What does the workforce need to do?	5	5	5	5	5	5	1	5	5	1	42	10	4.2

This document is a partial preview. Full document download can be found on Flevy:  
<https://flevy.com/browse/document/workforce-planning-implementation-toolkit-5199>