



WORKFORCE MANAGEMENT:

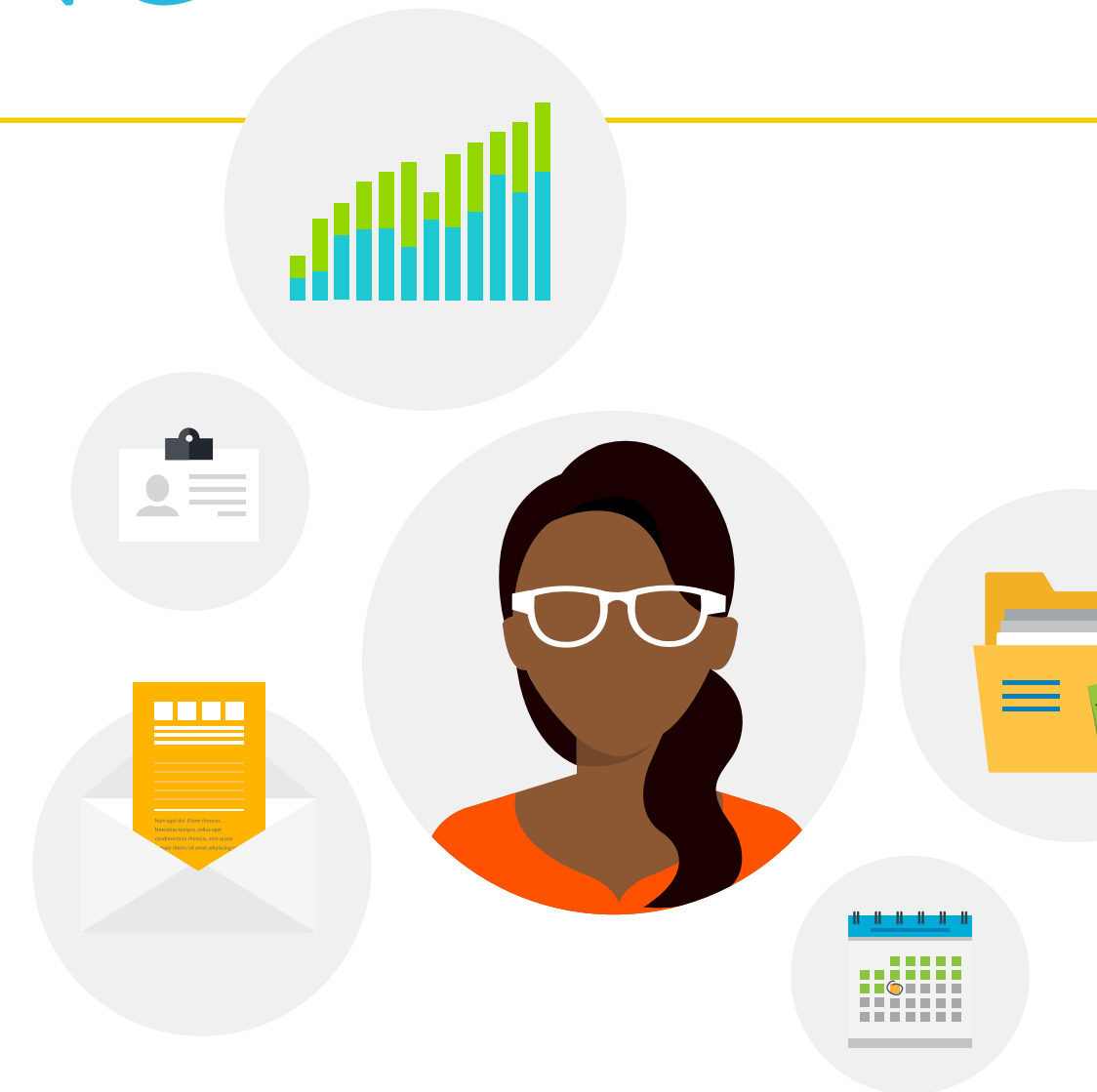
Right People,
Right Time,
Right Place

WORKFORCE MANAGEMENT: MORE THAN SCHEDULING

What is workforce management? Well, workforce management really encompasses all of the activities that are required to maintain the workforce.

No matter the size or complexity of an organization, everyone does workforce planning to some degree. Unfortunately at some companies, the breadth of workforce planning begins and ends with scheduling shifts or paid time off.

While scheduling and leave management is critical, especially in some businesses like retail or manufacturing, workforce planning needs to be broader.



Workforce planning touches on all aspects of talent management — from recruiting, training, performance, and more. Whether it's identifying skills gaps, better understanding workforce trends, or developing employees — an intentional workforce management approach is critical to the performance of your people and business.

**IN THIS E-BOOK, WE'LL COVER FIVE WAYS
TO START OR EXPAND YOUR WORKFORCE
MANAGEMENT PROCESSES.**

NO. 1:

START WITH A STRATEGY

No two workforce management strategies are alike — which means there's not a template on how to create the right strategy.

Most organizations start by looking at the overall business plan, their current talent population, and where there are gaps — both today and into the future:

- + **Identify strengths and weaknesses in your current workforce.** For example, you may have great contributors in your organization but few ready to step up to become a manager.
- + **Understand the competitive landscape for talent.** For example, in the oil and gas or trucking industries, there are mass retirements that impact talent availability.

THE MOST IMPORTANT PART:

Create a strategy that reduces current gaps but also gives your organization flexibility and agility to anticipate and react to market changes.



NO. 2:

IDENTIFYING NEW TALENT

Once you better understand the direction and strategy of the organization, you can prioritize and hire the right people to fill immediate needs. That's the (relatively) easy part.

The tougher part is developing and maintaining a pipeline of good people you can hire in the future. For longer-term needs, this is a critical part of what can give your organization better agility and helps workforce management be more successful.

DON'T FORGET:

New employee onboarding! Make sure your new employee has enough time to ramp up and get the skills they need to succeed in their new role.



NO. 3:

DEVELOPING EMPLOYEES

The best and most reliable source of talent can be your own existing pool of employees.

A big component of workforce planning is learning and development. Other than recruiting, no other talent management process is going to help you close skill gaps or reduce uncertainty about where your next workers are coming from.



Investing in development isn't just nice for the employee, it's also good for workforce management purposes. It's truly a win-win for everyone.



KEY DEVELOPMENT TIP:

Offer learning and development opportunities that challenge employees to push themselves and support them in existing efforts.

NO. 4:

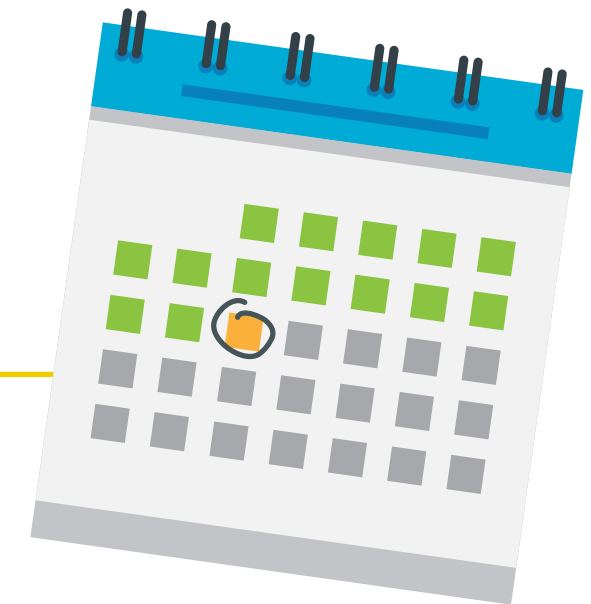
SCHEDULING AND PLANNING

While scheduling and leave management isn't the only part of workforce management, it's a very important piece of it. When you have the right talent, it's important to get them working at the right time.

Industries that have deep dependencies on other people — like manufacturing, healthcare, or retail work — require sophisticated scheduling and leave management capability. But even those that don't have scheduling rigor need to think about planning work the right way.

ONE WAY TO GET STARTED:

Understanding and anticipating paid time off, leaves, and unscheduled time off can help your organization be less reactionary.



NO. 5:

LOCATION, LOCATION, LOCATION

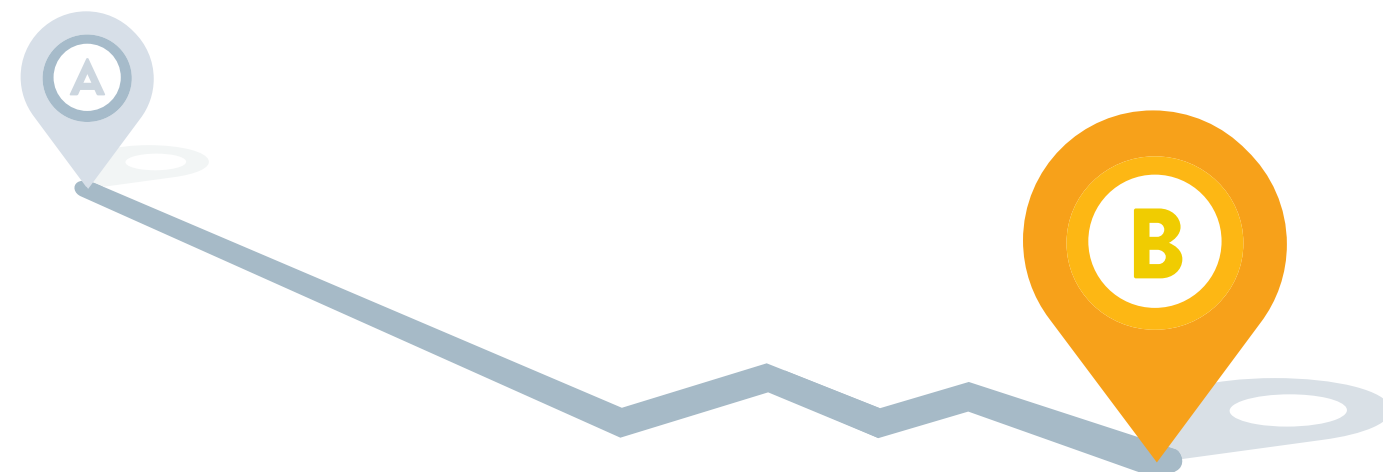
The right talent working at the right time is great, but it doesn't matter if they're not in the right location.

While remote and flexible work arrangements have continued to grow, some organizations still depend on people working in the same physical space.

Anticipating changes to the workforce (retirements or changing jobs), managing temporary assignments, or even planning out a merger or acquisition can be a huge workforce management challenge.

ONE THING TO NOTE:

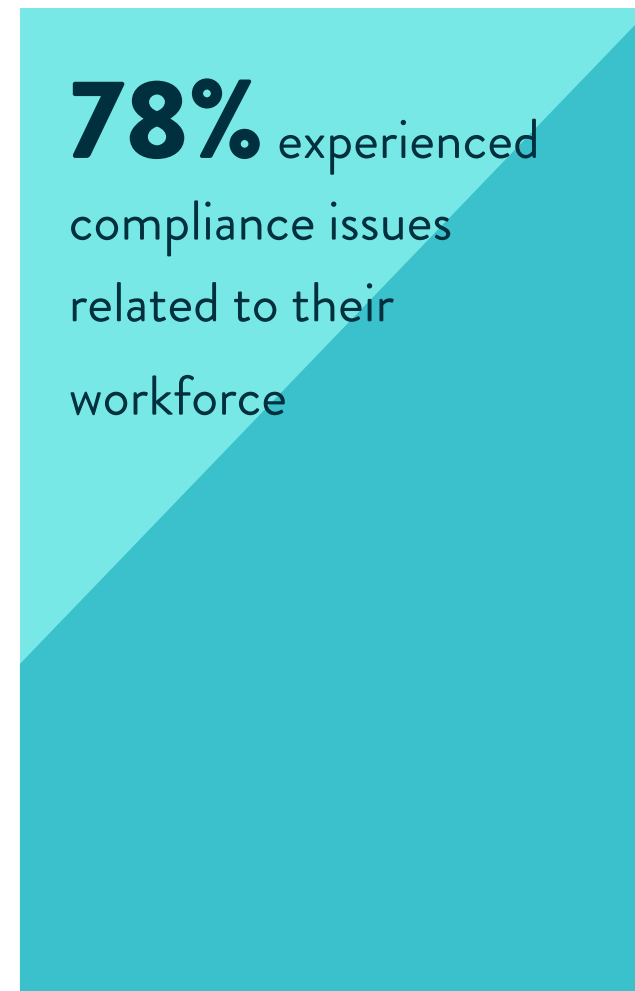
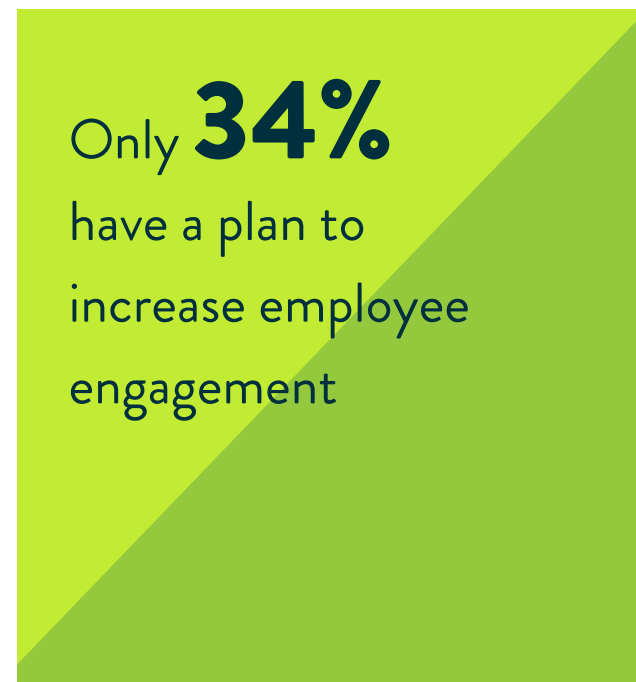
Knowing what to expect from a budgeting or timing aspect for relocation needs is critical to make intelligent workforce management decisions.



RIGHTING WORKFORCE MANAGEMENT ISSUES BEFORE THEY START

Workforce management is difficult to manage. It's complex, and for certain industries, there are significant barriers to overcome.

According to recent research, there are bigger concerns when it comes to managing the workforce:



There are a number of technologies that can assist in workforce management activities: recruiting systems to help find the right people, learning systems to develop them, and workforce analytics and management to get a macro view of the organization.

GETTING THE RELOCATION PART OF WORKFORCE MANAGEMENT RIGHT

Relocation software like NuCompass CoPilot™ can help organizations be responsive to workforce management challenges that revolve around relocations — both simple and complex.

It can help organizations:

- + Better understand the costs and budget impact of a relocation
- + Move employees effectively, whether for permanent or temporary assignments, in the U.S. or abroad
- + Solve workforce management challenges that involve getting the right people to the right place at the right time

Contact us at nucompass.com to learn more about how we can be a part of your workforce management strategy.





For more information, visit www.nucompass.com.

