

Developing a Workforce Development Plan

Workforce planning requires assessing and forecasting the needs of a public health agency to have the right number of people with the right skills, experiences, and competencies, in the right jobs, at the right time. Workforce planning is a key element of any strategic plan since it is the people who must be in place to implement and achieve the plan's objectives. This workshop focuses on strategies for developing and implementing a successful plan that will meet PHAB standards and health department needs. Following the workshop, participants will understand:

- The value of a workforce development program and the components of a PHAB workforce development plan
- How to identify and prioritize core competencies needed for future for public health professionals
- How to use quality improvement tools to analyze and overcome obstacles to implementing a successful workforce development plan
- How to create and implement a workforce development plan based on the foundation established during the workshop

I

PLANNING & PREWORK

Lay foundation for successful planning and execution

- Choose 4-5 PHAB Standards for focus during the workshop
- Identify workgroups for each PHAB Standard
- Customize worksheets
- Set expectations for workshop and ongoing steps
- Establish workforce development goals
- Establish goals for each Standard

II

ON-SITE WORKSHOP

Work in teams to build the elements of a plan

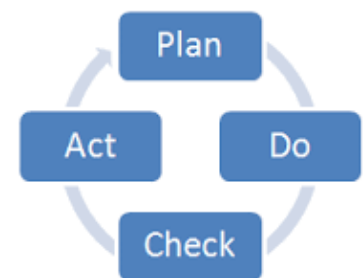
- Accreditation and Workforce Development Plan Orientation
- Workforce Assessment and Implementation Model
- Components of a Workforce Development Plan
- Six-Step Matrix
 - Step 1: Current State
 - Step 2: Purpose, What to Do, How to Do It
 - Step 3: Driving & Restraining Forces
 - Step 4: Pause—Revise, Reexamine, Regroup
 - Step 5: Work Plan — Establish Team Goals

III

CONTINUING STEPS

Formalize the plan for all Standards

- Finish and Apply Matrix
 - Step 5: Workplan
 - Step 6: Sustaining Gains & Making Improvements



CORE COMPETENCIES FOR PUBLIC HEALTH PROFESSIONALS

- What capacities, expertise, and mindset are necessary to achieve organizational goals?
- How do we assess and build them in the workforce?

For additional information about this workshop or other services from PHF, please contact Ron Bialek at rbialek@phf.org or (202)218-4420.