



OL 655 Milestone Three: Human Resources Workforce Plan Recommendations

Overview

The final project for this course is the creation of a human resources workforce plan on a company of your choice (approved by your instructor). The current state of the chosen organization's workforce will be examined and plans to meet organizational goals will be detailed. The workforce plan will describe the process that a human resource manager must take in order to achieve the desired results, supported by scholarly research. The final artifact will be a document worthy of presentation to future employers as a methodical approach in identifying and resolving talent development and workforce planning discrepancies. The proposed workforce plan should cover talent development and workforce planning as they relate to the organizational goals of projected growth and projected reductions, as well as current staffing level. The "big picture" view is to determine, from an HR standpoint, where the company wants to go, assess where they are at currently, and design a plan to get from where they are to where they want to be.

Milestone Three Prompt

Submit a 4–5 page paper exploring the recommendations for your Human Resources Workforce Plan. The format should be written in paragraph form and should include valid evidence that supports the recommendations. These recommendations should support a company's strategic goals, leading the company in its desired direction. Include the following elements:

- I. **Forecast** – In order to alleviate gaps in the current workforce to future needs, forecast and provide recommendations based on alignment with organizational goals for company:
 - a. Growth
 - b. Reduction

- II. **Training Plans** – As part of a company workforce plan, individual employees' training and talent development must be considered. For your chosen company, address the following:
 - a. Evaluate succession planning for its relationship to organizational sustainability. If the company does not utilize succession planning, give reasons for the omission of such a feature.
 - b. What recommendations would you make to this company in regard to succession planning? Explain your rationale.

Guidelines for Submission: The Milestone Three Human Resources Workforce Plan Recommendations paper should follow these formatting guidelines: 4–5 pages, double spacing, 12-point Times New Roman font, 1-inch margins, and citations in APA format.

Instructor Feedback: This activity uses an integrated rubric in Blackboard. Students can view instructor feedback in the Grade Center. For more information, review [these instructions](#).



Rubric

Critical Elements	Exemplary (100%)	Proficient (90%)	Needs Improvement (70%)	Not Evident (0%)	Value
Recommendations: Forecast (Growth)	Meets "Proficient" criteria and recommendations are supported by valid evidence or examples	Workforce needs are forecasted based on organizational strategic goals in relation to company growth and recommendations are given to alleviate possible gaps	Workforce needs are forecasted based on organizational strategic goals in relation to company growth, but no recommendations are given	Workforce needs are not forecasted for growth	20
Recommendations: Forecast (Reduction)	Meets "Proficient" criteria and recommendations are supported by valid evidence or examples	Workforce needs are forecasted based on organizational strategic goals in relation to a company reduction and recommendations are given to alleviate possible gaps	Workforce needs are forecasted based on organizational strategic goals in relation to a company reduction, but no recommendations are given	Workforce needs are not forecasted for reduction	20
Recommendations: Training Plans (Evaluation)	Meets "Proficient" criteria and analysis is supported by scholarly research or specific examples	Evaluates succession planning as it relates to the company's workforce development plan	Evaluates succession planning, but does not address its connection with the workforce development plan	Does not evaluate succession planning	20
Recommendations: Training Plans (Rationale)	Meets "Proficient" criteria and recommendations are supported by valid evidence, example, or research	Recommendations are given for succession planning, along with their justification	Recommendations are given for succession planning, but are not justified	Recommendations are not given for succession planning	20
Articulation of Response	Submission has few errors related to citations, grammar, spelling, syntax, and organization and is presented in a professional and easy-to-read format	Submission has no major errors related to citations, grammar, spelling, syntax, or organization	Submission has major errors related to citations, grammar, spelling, syntax, or organization that negatively impact readability and articulation of main ideas	Submission has critical errors related to citations, grammar, spelling, syntax, or organization that prevent understanding of ideas	20
Total					100%