Resourcing

"Identifying, attracting and recruiting to get the right people for the organisation"

	Level 1 At this level you'll understand	Level 2 At this level you'll understand	Level 3 At this level you'll understand	Level 4 At this level you'll understand
Strategic workforce planning	What data is needed to inform workforce planning	How to use workforce planning data to inform resourcing activity	How to create resourcing strategies and approaches which support the future needs of the organisation's workforce plan	How to create a resourcing strategy which meets both budgetary and future strategic workforce planning needs
Worker types	Different types of workers and working arrangements	How work can be delivered and resourced through different types of workers	How to recruit and use different types of workers as part of the organisation's resourcing strategy	Current and future trends in workers and how this impacts the organisation's resourcing strategy
Marketing and branding	Your organisation's brand(s) and market position	How other organisations differentiate themselves in the market, and how your organisation's overall and profession specific brands compare with others	How the current labour market affects your ability to recruit, and how to promote profession specific, organisation and Civil Service brand to attract the right candidates	How the labour market and economic factors impact the Civil Service's recruitment ability, and how to collaborate across the Civil Service to position your organisation and professions in the market
Attraction and sourcing	Different methods to attract and source candidates (e.g. website, job boards, social media campaigns, forums)	How to attract and source candidates at the right time, from diverse backgrounds and with the right skills in line with sequencing requirements and recruitment licences	How to utilise timely recruitment campaigns and sourcing channels to meet the resourcing and skills needs of the organisation in line with sequencing requirements and recruitment licences	How to define the strategic direction for attracting and sourcing the right people, at the right time, to meet the organisation's needs
Assessment and selection	Different assessment and selection activities and how to ensure they are fair and objective	How to choose the right assessment and selection approach for each role, and ensure fairness for candidates	How to design fair and inclusive assessment methodologies which identify the right candidates for the organisation	How to establish the organisation's assessment and selection strategies to effectively identify people with the right skills to fulfil the organisation's needs

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AI in recruitment	How AI is used for recruitment in your organisation	The impact of AI on the candidate experience when attracting, recruiting and selecting candidates	The ethical implications of AI in recruitment, and how to implement it in a way that enhances the recruiter and candidate experience	How to define the organisation's AI recruitment strategy to deliver positive outcomes for both the organisation and potential employees
Candidate experience	How to gather data and feedback on candidate experience (e.g. candidate surveys)	How to evaluate candidate experience, and create a consistent experience across recruitment activity	How to use campaign, recruitment and onboarding data to drive better candidate experiences and more effective recruitment approaches	How to drive organisation-wide continuous improvement by leveraging candidate feedback in conjunction with recruitment insight
Global mobility	Civil Service policies and guidelines on global mobility for international roles	How to advise on global moves within Civil Service organisations which require international appointments	How to design global mobility policies and guidelines to meet the organisations international resourcing requirements	How global mobility strategies impact international organisation performance
Employability programmes	The employability programmes in your organisation, and what their purpose is	How to attract, source and recruit for employability programmes (e.g. work placements, internships, apprenticeships, traineeships, graduate programmes)	How to develop employability programmes which support the organisation's workforce plan	How to build employability partnerships which maximise the organisation's ability to meet skills needs