

ORGANIZATION DESIGN & WORKFORCE PLANNING



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Introduction

The Organization Design & Workforce Planning Training Course helps HR and business leaders build organizations that are structurally sound and staffed for future success. Sound organizational design clarifies roles and decision rights, while strong workforce planning ensures the right talent is available when the business needs it. This program explores design principles such as span of control, centralization versus decentralization, and role architecture, alongside workforce planning tools like scenario modeling and talent segmentation. Furthermore, participants examine how structural choices influence staffing strategy and how planning data can validate design decisions. As a result, attendees leave with an integrated approach to shaping structures and workforce plans that support agility and sustainable growth.

Organization Design & Workforce Planning Course Objectives

- Apply organization design principles, including span of control and centralization models
- Use the Star Model to align structure, processes, and people
- Conduct workforce demand and supply analysis for strategic planning
- Design role architecture that supports operational efficiency
- Apply scenario planning to test structural and staffing options
- Build talent segmentation models to prioritize critical roles
- Evaluate matrix, functional, and network organizational structures
- Use headcount and budget planning tools for staffing decisions
- Align organization design decisions with business strategy
- Measure design and workforce planning effectiveness using HR metrics

Course Methodology



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- Interactive lectures on organization design and workforce planning models
- Practical workshops for redesigning structures and staffing plans
- Case studies analyzing real organizational restructuring projects
- Group exercises using scenario modeling and role mapping
- Templates for workforce planning and design validation
- Discussion sessions on aligning design with strategy

Who Should Take This Course

- HR managers and HR business partners
- Organizational development specialists
- Workforce and strategic planning professionals
- Department heads involved in restructuring
- Talent management and acquisition leaders
- Compensation and job evaluation analysts
- Anyone responsible for shaping structure and staffing strategy

Organization Design & Workforce Planning Course Outlines

Day 1: Principles of Organization Design

- Defining organization design and its strategic purpose
- Applying the Star Model of organizational alignment
- Reviewing span of control and centralization models
- Comparing functional, matrix, and network structures
- Assessing current structure against business strategy



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- Identifying design triggers such as growth or restructuring
- Introducing role architecture concepts

Day 2: Workforce Planning Fundamentals

- Defining workforce planning and its link to structure
- Applying workforce demand forecasting techniques
- Conducting workforce supply analysis
- Building skills inventories for critical roles
- Reviewing labor market trends affecting staffing
- Introducing headcount and budget planning basics
- Aligning workforce data with organizational objectives

Day 3: Integrating Design and Planning Decisions

- Using scenario planning to test structural options
- Applying talent segmentation to prioritize critical roles
- Validating design choices with workforce planning data
- Mapping role architecture to staffing requirements
- Assessing decision rights and accountability structures
- Reviewing case studies on design-planning alignment
- Identifying risks in structural and staffing decisions

Day 4: Implementation and Change Management

- Managing resistance during structural change
- Communicating organization design changes to employees
- Applying job evaluation methods within new structures



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- Reviewing reporting lines and accountability after redesign
- Building transition plans for role and structure changes
- Aligning compensation with new organizational structures
- Monitoring early implementation outcomes

Day 5: Measurement, Governance, and Sustainability

- Measuring organization design effectiveness using HR metrics
- Building workforce planning dashboards for ongoing tracking
- Establishing governance for structural review cycles
- Presenting design and workforce plans to senior leadership
- Building a continuous workforce planning process
- Developing a final integrated action plan
- Reviewing key lessons for sustaining structural agility

Conclusion

By successfully completing the Organization Design & Workforce Planning Training Course, participants will have acquired practical knowledge of design principles, structural models, and workforce forecasting techniques. Additionally, they will gain the skills needed to integrate design decisions with staffing strategy and measure outcomes using reliable HR data. Gentex Training Center designed this program to help organizations build structures and workforce plans that support agility, efficiency, and long-term strategic success.

FAQs





Q1 What is the "Organization Design & Workforce Planning" course about?

This course covers how to design effective organizational structures and align them with workforce planning strategies that ensure the right talent is available to meet business goals.

Q2 What are the key benefits of the "Organization Design & Workforce Planning" course?

Participants gain the ability to build structures that support strategy while ensuring staffing plans match future business needs, resulting in improved efficiency and stronger organizational agility.

Q3 What skills will I gain from the "Organization Design & Workforce Planning" course?

Participants develop skills in organization design, workforce forecasting, scenario planning, and talent segmentation for building structurally sound and future-ready organizations.

Q4 What tools, methods, or standards are covered in the "Organization Design & Workforce Planning" course?

The course covers the Star Model, span of control principles, scenario planning, talent segmentation frameworks, and headcount and budget planning tools.

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Q5 How is the "Organization Design & Workforce Planning" course applied in real-world practice?

Organizations apply these methods by redesigning structures, validating decisions with workforce data, building staffing plans, and aligning both with long-term strategic priorities.

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