Future workforce skills

Use this template to help you consider, identify and document the skills and competencies that you think your projected workforce will need in the future.

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| **Functional skills** | |
| What will be the main functions of our business in the future?  What will be the common skills required for each function? |  |
| **Core skills** | |
| What will be the core skills required for everyone in our business in the future? |  |
| **Job skills** | |
| What will be the main job roles in our business in the future?  What will be the specific skills required for each job role? |  |
| What are the gaps between our current workforce profile and our future workforce needs? | |

**Conclusion**: Based on your analysis of the skills, capability and capacity of your current workforce and the skill, capability and capacity requirements of your  
projected future workforce, what are the priority actions that you will need to take to achieve your desired future workforce profile?