## Step 2-B: Current workforce assessment

Use the format below to summarise the current workforce characteristics identified through data analysis and to highlight issues for further consideration.

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|  | **Considerations** | **Current workforce profile** | **Strengths, issues, risks and challenges** |
| **Capacity** | headcount, FTE, composition, supply and demand projections, seasonal variability, distribution, turnover, leave, retirement rates |  |  |
| **Capability** | Core role skills, other skills, qualifications, registration |  |  |
| **Design** | strategic/pivotal roles, scope of practice, workforce models, team structures, organisational design |  |  |
| **Sustainability & diversity** | age, gender, employment type, classification, employment status, representation of diverse population groups, E.g. Aboriginal and Torres Strait Islander people |  |  |
| **Culture, wellbeing & performance** | employee engagement and satisfaction, performance appraisal, industrial/regulatory arrangements |  |  |