

Resource & Talent Planning

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[Date of Submission]

Activity 1

Factors affecting Approach of an Organisation to Attract Talent

Attracting talent is one of the major element in talent planning wherein organisation strive for attracting the right people with right and required capacity towards the company in order to fill up the position (Madan & Madan, 2019). If company is not able to attract the right talent, it may end up having ineffective workforce. There are certain factors that can affect the approach of an organisation to attract talent such as demand or need of the talent.

If the company require any specific knowledge that needs to be introduced within the company, the company can approach attracting talent from external source; if there is a need for filling the position that can be best filled by an existing employee, the company would not attract talent outside the company. Thereby 'need' is the first factor.

Another factor affecting the approach to retain talent is fame and brand name of the organisation. Companies that are quite famous and have built their brand name distinctly in the market, they are able to attract talent more easily and more rapidly as compared to companies that are not famous and do not have distinct brand identity in the market. Hence, employer's identity is the second factor.

Third factor that is affecting the approach of the company to attract talent is its policies of recruitment which suggests the preferences of the company to attract people. A number of companies look for particular elements apart from technical skills in order to assess whether a person can fit within the culture of the company or not.

The fourth factor affecting this process is unemployment conditions which suggests that if the rate of unemployment is high, it will be easier for the company to attract talent as compared to the

conditions where employment rate is low as searching for right talent may end up consuming much time.

Organisation Benefits of Attracting and Retaining a Diverse Workforce

A number of research articles and scholars within the field of human resource and talent planning have recommended companies to hire and retain diverse workforce (Blancero, Mouriño-Ruiz, & Padilla, 2018). It is for the reason that organisation can achieve several distinguishing benefits from attracting and retaining a diverse workforce. The first benefit is increase in creativity and capacity of solving a problem. Diversified workforce helps in offering great and diversified ideas which allow companies to come up with different, unique, and quick solutions to certain problem (Malakyan, Schlak, & Wang, 2020). Another benefit of attracting and retaining diversified workforce is that it helps in giving the impression of positive image of the organisation (Sharma & Mann, 2018) as it shows the potential of the employer to remain unbiased and candidates feel like skills and abilities are truly valued over backgrounds, gender, and other discriminatory aspects. The third benefit include higher level of understanding of customers' need as employees belong to different background and races can help in identifying the needs and requirement of that particular group of customer thus organisation can serve customer better.

Factors affecting Approach of an Organisation to Recruit and Select

There are different factors affecting the approach of an organisation to recruit and select employees, the first factor affecting the approach of an organisation to attract the talent is based on the question "Is there a Genuine Occupational Requirement?" it implies to the meaning that a

company may need to attract either males or females only when considering to hire the candidate for particular fraternity such as when choosing attendants swimming baths or in toilets.

The second factor is demographics where companies have to consider candidate from different set of demographics such as Generation X, Generation Y, Baby Boomers, or Generation Z since every set has their own needs and conditions of working.

Thirds factor affecting the approach of the organisation to recruit or hire employees is based on the budget of the company available for recruitment and selection. This will impact the scale of the recruitment drive along with impacting the number of tests and assessment that can be taken prior to selection.

Benefits of different Recruitment and Selection Methods

Recruitment Methods

Company' Website: The very first place where candidate can check the credibility is the website of the company thus recruiting employees from website is one of the primary and most easy ways of recruiting.

Social Media Handles: In today's time where businesses are booming on social media platforms, recruitment is also done here. A number of potential candidates are looking for job on social media platforms such as Facebook or LinkedIn that can help companies to recruit smart candidates

Job Fairs: In order to recruit high number of candidates in a very short period of time, job fairs are the best approach for companies. It also provides the benefit of indirect marketing for the brand.

Selection Methods

Interviews: interviews provide the benefit of assessing a candidate with respect to its potential and ability. It also helps in assessing whether a person is capable to fit within the culture of the organisation or not.

Technical Tests: apart from interviews, a number of organisations also conduct a short test where applicant is asked to carryout particular task with respect to the job role. It helps organisation in understanding and making a decision about the actual ability of the candidate to fulfil the job role.

Personality Assessments: For assessing the candidate as a person and making the estimate of strengths and weaknesses of the applicant, personality assessments are very helpful that save the time and reduce the probability of making incorrect judgements.

Purposes of Induction and how they Benefit Individuals and Organisations

The purpose of induction is to offer people a clear outline regarding requirements of job along with unfolding details about the structure of the company (Jakobsson, 2018). According to CIPD, “The purpose of induction is to ensure that employees are integrating well into or across the organisation for the benefit of both parties” (Green, 2019). It also entails the purpose of showing aims and objectives of the company together with offering the means to employees for fitting within the culture of the company. For individuals and organisations, it gives the benefit of making familiarity and allow easier integration with the working principles of the company. The benefit of induction, as discussed in the book of Long, (2016), include giving confidence to newly hired and help them giving the feel of belongingness. By process of induction, company makes sure that employees are having easier settling period along with offering necessary information about company. It is also beneficial in creating good impression of the company and helping to retain

workforce. In certain cases, induction helps in motivating newly hired employees to become the valuable part of the organisation.

Induction Plan

Below given is the induction plan that identifies areas to be covered, timelines, and those involved in the process.

| S.No. | Activities | Outcome of Activities | Timeline | Who will be Involved? |
|--------------|-------------------------------------|--|---------------------|---|
| 1 | Welcome and History of Organisation | Feel welcomed and become familiar with organisation | 09:00 AM – 09:20 AM | John Hopkins (Human Resource Executive) |
| 2 | Introduction of Delegates | Helps in identifying other delegates along with their respective departments | 09:20 AM – 09:35 AM | Anna Richards (Human Resource Executive) |
| 3 | Departments Presentation | Helps in getting familiar with functions of department | 09:35 AM – 09:50 AM | Departmental Heads |

| | | | | |
|---|--|--|---------------------|------------------------------|
| 4 | Covering IT Policy | Helps in becoming familiar with IT rules and reduce the chances of IT violations | 09:50 AM – 10:00 AM | Robert Grey (IT Head) |
| 5 | Tour of Organisational Premises | Allow getting familiar with the premises of the organisation | 10:00 AM – 10:20 AM | Lucy Parker (Head of HR) |
| 6 | Photographs and signing of attendance document | Identification card and acknowledgment of legal compliance | 10:20 AM – 10:30 AM | Veronica Jack (HR Executive) |
| 7 | Brunch with Managing Director and attendees' own managers including HR head and executives | Feel welcomed and important to the organisation | 10:30 AM – 11:00 AM | Team |

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