

## Talent Management Focus Areas

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Focus Area	Definition
<b>Workforce Planning</b>	The agency leadership identifies the human capital required to meet organizational goals, conducts analyses to identify competency and skills gaps, develops strategies to address human capital needs and close competency and skills gaps, and ensures the organization is structured effectively.
<b>Recruitment and Outreach</b>	The strategic recruitment plan ensures that HR and hiring managers partner to attract diverse and qualified candidates. Practices are in place to promote outreach efforts, which generate high quality candidates and an appropriate return on investment.
<b>Employee Development</b>	The agency leadership establishes and implements formal and informal processes for orienting employees and dedicates resources to enable them to acquire and apply new and advanced knowledge, skills, and abilities and continue to progress in the organization through learning and development activities.
<b>Leadership Development</b>	The agency establishes a comprehensive set of activities, aligned with supervisory, managerial, and executive competencies to enhance the quality of leadership across the organization.
<b>Retention</b>	Leaders, managers, and supervisors implement strategies for a workplace that retains the talent needed to accomplish mission objectives. The workplace is characterized by (1) a motivated and engaged workforce; (2) attractive and flexible work arrangements; and (3) employees who demonstrate critical skills, knowledge, and competencies.
<b>Knowledge Management</b>	The agency leadership establishes a systematic approach for evaluating organizational effectiveness, which improves mission objectives and performance by identifying actions to enhance and sustain continued mission accomplishment.