Department of the Navy (DON) readiness is dependent upon the ability to garner and retain talent. Having a tool which codifies future hiring needs allows civilian managers to engage succession planning, forecast attrition, determine hard-to-fill vacancies and integrate end-to-end processing times in order to assure the right talent, in the right place at the right time.

In the past, managing civilian recruitment needs were largely intuitive and anecdotal. Managers provided HR practitioners their "best guess" at future recruitment needs and HR Specialists would do their utmost to "make the answer yes"! This was due to the laborious nature of codifying and deciphering the raw data. The resultant hiring plans were often dramatically inaccurate and, as a result, did not properly provide senior leadership, organizational recruiters, or staffing specialists the ability to project the types and numbers of positions that would be required nor the volume of work associated with filling required positions. This resulted in workload surges due to poor planning documents.

The Strategic Hiring Plan Tool was developed for use DON-wide in order to promote collaboration and data-driven decision making in the hiring of Navy and Marine Corps civilians. The tool aligns with the DON Civilian Human Resources (HR) mission of ensuring we have people in the right place at the right time to support our military mission so that our Sailors and Marines can "reign supreme and return in glory."

This simple tool provides powerful information that enables the DON HR Community to integrate historical data and end-to-end processing times with practical knowledge of recruitment sources and hiring authorities resulting in data-driven decision making. The Strategic Hiring Plan Tool also stratifies critical data into easy to use visual dashboard displays (charts and graphs) utilizing overarching data to provide position-specific trends. This data can then be used to determine how best to recruit and to incrementally staff positions resulting in "on-boarding" talent in the right place, at the right time.

The Strategic Hiring Plan Tool provides a method by which HR Specialists and Senior Civilian Leadership work collaboratively to ask the right questions and review historical data (e.g. accessions, attrition, recruitment volume, timeliness of recruitment processing) all with an eye toward making informed decisions which result in the crafting of a solid, structured approach to the issue of acquiring talent.
By optimizing the recruitment process, the tool fills a critical gap in the way Civilian managers and HR Specialists have managed talent. Wider implementation of the tool will save innumerable work-years of effort by streamlining and simplifying the talent management process, optimizing data-driven decision making, and ensuring the talent management process is managed well by providing a tool which is easy to implement, user-friendly, and an accurate predictor of organizational need.

The Strategic Hiring Tool contributes to organizational efficiency, effectiveness and mission readiness. In an era of diminishing resources, the tool optimizes DON's ability to take human capital strategies to the next step by assuring a structured, methodical approach to an imperative of first order – talent management.