

Talent and Workforce Risk Template

This template will help you obtain directional insights into the level of talent and workforce risk exposure in your organization. **For each risk in column 1**, put a check mark in the box of **column 2** if you believe this is a critical risk for your organization. Clicking the box will automatically insert a check mark. Use **column 3** to insert notes for high-risk areas. **While this template does not include all possible talent and workforce risks**, it will help you think through many of them that may require attention for your organization. You can add other risks by using the blank template on the next page.

Risk Type	Concerned?	Notes/Observations/Next Steps
Misalignment of talent with business strategy: Talent strategy does not fully align with the company's strategic objectives and business strategy.		
Talent shortage: Difficulty in finding and attracting skilled workers with the necessary qualifications and experience.		
Skills gap: A mismatch between the skills our organization needs and the skills possessed by the available workforce.		
Employee Well-being: Excessive workloads, long hours, and a lack of work-life balance are contributing to employee burnout.		
Employee turnover and retention risk: High rates of employee departures and risk of losing more workers.		
Succession planning: Insufficient preparation for key positions due to a lack of qualified internal candidates for critical roles.		
Workforce diversity, equity, and inclusion: Difficulty in building, attracting, and tapping the potential of a truly diverse, equitable, and inclusive workforce.		
Employee engagement and satisfaction: Low levels of motivation, commitment, and satisfaction among employees.		
Legal and regulatory compliance: Failure to comply with labor laws, employment regulations, and workplace safety standards, leading to legal and financial risks.		
Remote work challenges: Difficulty in effectively managing and maintaining productivity in a remote or hybrid work environment.		

Talent and Workforce Risk – Blank Template

Risk Type	Concerned?	Notes/Observations/Next Steps

Other Resources



CHROs on the Go

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