

Skills Needs **Assessment**

What is a Skills Needs Assessment (SNA)?

A SNA is a systematic process used by organisations to align skills gaps with strategic business priorities. Led by IDA's Client Transformation team, this process will help you determine the gaps between the current and desired level of skills to enable the organisation to achieve its business objectives effectively.

What will it help you achieve:

1. At a role level?

- Identify performance gaps and areas for improvement (for which training can address).
- Inform the development of a comprehensive site-wide training plan.

2. At an organisation level:

- Align skills needs and training with business strategy.
- Identify the most appropriate delivery methods for training and development.

Skills Needs Assessment / Half day on-site

During the on-site session, we will work closely with your leadership team to align on strategic priorities and assess workforce needs.

This will include:

- Strategic input on critical skills needs.
- 1-to-1 leadership interviews on skills gaps to develop the Skills Needs Assessment.
- Summary of overall skills needs emerging.

The analysis focuses on five key skills areas:



What happens after the SNA is completed?

Through the Skills Needs Assessment, IDA will help you identify skills gaps across your workforce by role and by department. This insight enables your leadership team to understand current capabilities and plan for future needs.

Based on these findings, IDA will work with you to develop a strategic Training Plan to address the gaps and strengthen workforce resilience. You will also receive a final summary report to support your site's ongoing development journey. This can form the basis of a submission to IDA for training grant aid.

If you would like to undertake the Skills Needs Assessment, please discuss with your Project Executive suitability of preferred dates and times and we will arrange an initial call.

Any Questions? Contact your IDA Project Executive for more information.