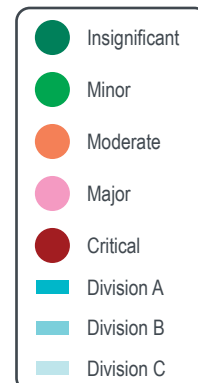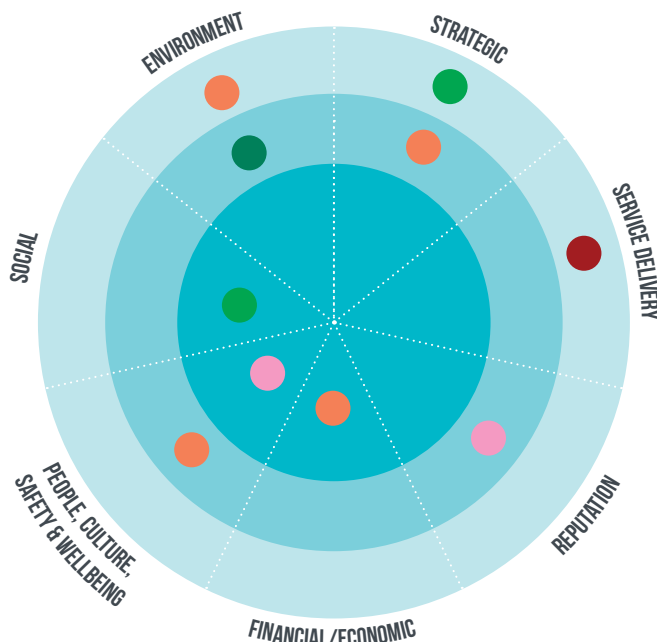# SKILLS ARCHITECTURE MAP: TEMPLATE

This template will guide the design of your skills architecture, identifying skills gaps, and aligning workforce plans with your strategy.

DEFINE

Talk about the problems and risks that are facing your organisation.

How critical are they?

Make sure your discussion group represents everyone for an accurate result.

Adapted: F. J. Aguilar, "Scanning the Business Environment," MacMillan Co., New York, 1967.

Legend for radar chart:
- Insignificant
- Minor
- Moderate
- Major
- Critical
- Division A
- Division B
- Division C

Axes: ENVIRONMENT, STRATEGIC, SERVICE DELIVERY, REPUTATION, FINANCIAL/ECONOMIC, PEOPLE, CULTURE, SAFETY & WELLBEING, SOCIAL

DISCOVER

Next, look at your Critical and Major risk areas (red and pink).

What are the critical roles, what are their current skill requirements, and are there any current skills gaps?

Are there interdependencies across your organisation?

Critical Roles	Required Skills (Unique to your strategy and culture)			
	Skill 1 *Sample: Strategic Collaboration*	Skill 2 *Sample: Communication*	Skill 3 *Sample: Data Visualisation*	Skill 4 *Sample: Cloud Computing*
Role X Div A		X		
Role Y Div B				
Role Z Div C				
Role D Div A				
Role E Div B	X	X	X	
Role F Div C				X
Role G Div A	X			

Legend:
- Fluent
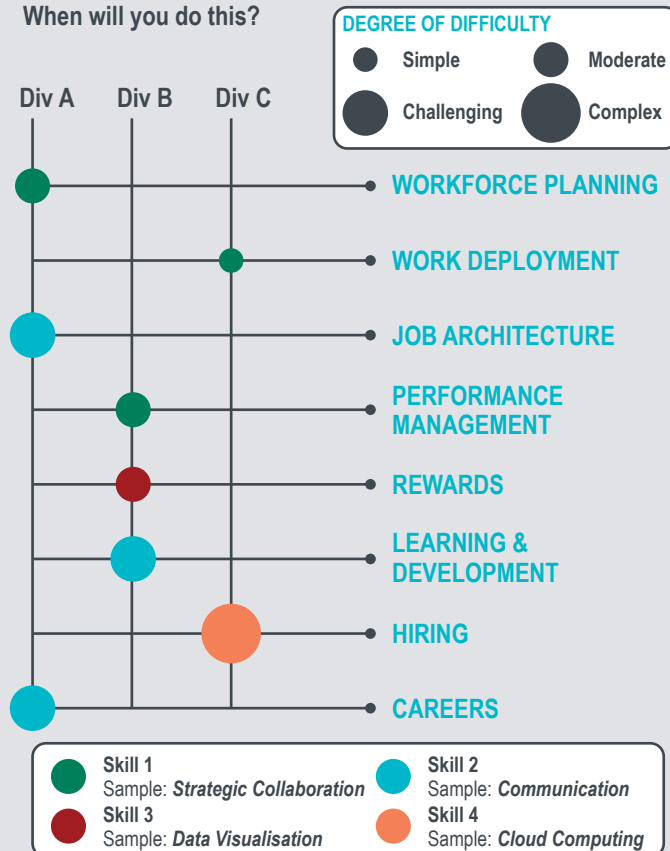- Literate
- Foundational
- Interdependency
- X Skill Gap

Adapted: Sharpe & Beetham, Rethinking Learning, 2010

DELIVER

Lastly, what actions do you take to plug the skill gaps?

When will you do this?

DEGREE OF DIFFICULTY
- Simple
- Moderate
- Challenging
- Complex

Columns: Div A, Div B, Div C

- WORKFORCE PLANNING
- WORK DEPLOYMENT
- JOB ARCHITECTURE
- PERFORMANCE MANAGEMENT
- REWARDS
- LEARNING & DEVELOPMENT
- HIRING
- CAREERS

Legend:
- **Skill 1** Sample: *Strategic Collaboration*
- **Skill 2** Sample: *Communication*
- **Skill 3** Sample: *Data Visualisation*
- **Skill 4** Sample: *Cloud Computing*

Adapted: Deloitte, From Jobs to Skills, 2023.

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