



Sr. HR Specialist

Established in 1944, the WBG is one of the world's largest sources of funding and knowledge for development solutions. It is governed by 188 member countries and delivers services out of 120 offices with nearly 15,000 staff located globally.

WBG Human Resources Vice Presidency (HRD VPU) is focused on delivering high value HR services to drive organizational performance and help make the WBG the employer of choice in development. The HRVPU has four core roles designed to provide leading-edge services to a globally dispersed workforce, while reinforcing line managers' responsibility for people management:

- Global HR Client Teams, lead the design of workforce strategies and plans, drive the diversity and inclusion agenda, and support the implementation of HR processes and policies within their client organizations.
- Global HR Centers of Expertise (CoEs), draw on best practices, to design and support the implementation of improved HR programs and tools, processes, practices across several HR thematic areas such as compensation, career management, talent acquisition, performance management etc. CoEs work with Global HR Client Services Teams and client organizations to deliver products which meet the business needs of their client organizations.
- Global HR Shared Services, deliver and provide technology and service solutions that create capacity, build strategic capability, enhance staff experience, drive operational excellence and enable seamless delivery of HR transactions for staff and their families. HR Shared Services is responsible for the strategic development and management of HR Operations, HR technology and Global Mobility services for the World Bank Group.
- Corporate HR connects these three areas through the Vice President's Front Office, the Diversity and Inclusion unit and the Department of Strategy and Operations (which also covers, among other areas, communications, analytics, policy, knowledge and case management as well as resource management), ensuring alignment across the HR function.

Position Overview

The Department of Strategy and Operations (HRDAO) is seeking a Senior HR Specialist, Organization Design & Workforce Planning. The Senior HR Specialist, Organization Design & Workforce Planning will provide leadership in enabling the World Bank Group to undertake effective organizational design and strategic workforce planning to align the broader workforce with business strategy and priorities, ensure the organization has the right structure with the positions and mix of skills in line with evolving client demand, business needs and funding. The role will work closely with the HR Client Services Management Team, HR Business Partners, and HRD CoEs, and will be responsible for providing thought leadership and consulting support in organizational assessment & design, workforce planning, and alignment of strategic staffing plans. The Senior HR Specialist will also work to further embed organization design and workforce planning with other HR processes and talent initiatives.

The main responsibilities will be, but not limited to:

Organization Design

- Provide thought leadership and consulting support to HR Business Partners and senior leaders, in organizational assessment & design, workforce planning, and alignment of strategic staffing plans.
- Shepherd governance and provide support as needed to the managerial decision-making processes related to position management and the organization hierarchy, highlighting risks and opportunities vis-a-vis position count, supervisory ratios, and organizational layers across the business.
- Provide guidelines for the HR community in organization design analytics and ensure that they are captured and operationalized to measure effectiveness.
- Support HR Client Services to assess specific organization design projects and processes to enhance both operating effectiveness and resource productivity of their client organizations.
- Develop a comprehensive job catalogue, defining a framework for job families, as one of the key building blocks for an efficient position management process.

Workforce Planning

- Lead the annual strategic workforce planning process, providing guidance and tools to ensure a unified, corporate approach.
- Work with HR Client Services Management Team, HR Business Partners and Analysts to support the development of 3-year strategic staffing plans for their client units, including facilitating collaboration and identification interdependencies across business units.
- Serve as HR focal point with the Budget, Performance Review & Strategic Planning unit (BPS) to define and operationalize joint HRD/BPS approach and partnership with clearly defined processes and roles for strategic workforce planning and staff affordability planning.
- Oversee aggregation and analysis of strategic staffing plans, develop materials and orchestrate management reviews for approval of strategic staffing plans.
- Work with HR Client Services Management Team, HR Business Partners, Analysts and HRD CoEs to implement strategic staffing plans, leveraging opportunities for a corporate approach to HR actions, e.g., recruitments, redeployments, separations.
- Facilitate quarterly monitoring and reporting strategic staffing plan implementation progress and outcomes for senior management and the Board, and development of annual Strategic Staffing Update Board paper.
- Strengthen and continuously improve the impact of strategic workforce planning through process simplification, enhancements in technology, and further linking with other HR processes and talent initiatives.

Capacity Building

- Provide guidance and tools to support HR Business Partners in helping their clients analyze their existing organization design, providing alternative models, and discussing costs and benefits of each model.
- Design and deliver workshops, briefings, and playbook with guidance, tools, and templates for HR Business Partners to lead strategic workforce planning with client units, and provide capacity building for clients and partners as needed.
- Partner with HR Communications & Branding to develop communication strategy, guidance and materials to support HR Business Partners and management with effective staff engagement on strategic workforce planning.

Selection Criteria:

- Advanced university degree in Organizational Development, Industrial Relations, Business Administration or Public Administration. Certification or advanced training in Organization Design highly desirable.
- Minimum of 10 years of relevant work experience in Human Resources.
- Excellent knowledge of organizational design principles, tools and methodologies and experience in supporting large scale organizational change initiatives.
- Strong analytical skills and ability to think conceptually and make connections regarding workforce trends and issues.
- Strong consulting skills, including the ability to interact on sensitive issues with senior management and to influence without formal authority.
- Ability to analyze and manage quantitative data and effectively communicate insights that inform workforce decisions.