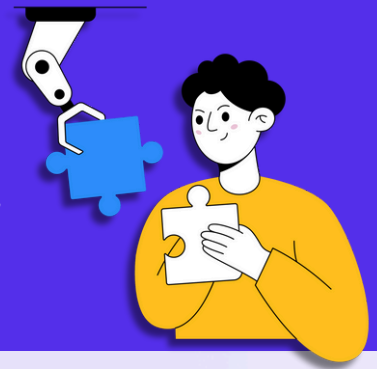


AI TALENT STRATEGY CHECKLIST

Use this checklist to make sure your AI talent strategy - across hiring, workforce planning, learning, and culture - is built on more than job titles and hype.



① Talent Acquisition (External Hiring)

Hire for the right lane, not just the right buzzword.

- AI roles are defined clearly (technical, strategic, adoption-focused).
- Job descriptions are outcome-based, not just task lists.
- Hiring managers understand the skills mix required.
- New hires walk into a roadmap, not a blank page.
- **We've mapped where future AI talent will come from if external hiring stalls (internal mobility, contractors, partnerships, or global pools).**

② Workforce Planning and Org Design

You can't hire your way out of every gap.

- Jobs and workflows most affected by AI are mapped.
- Automation risks and opportunities are identified.
- Teams and structures are designed for AI-era work.
- A build-buy-grow balance guides every decision.
- **We've identified roles and tasks that can naturally decrease through attrition, so investment can shift into future skills.**

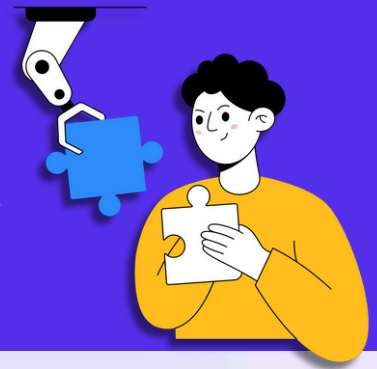
③ Internal Mobility

Moving and growing your own people builds resilience.

- Talent pools for AI-related roles are identified internally.
- Clear pathways show employees how to shift into future roles.
- Managers are trained to support mobility and career moves.
- Internal mobility reduces reliance on external hiring.
- **Skills are validated (not just self-reported) so mobility decisions are credible.**
- **Retention risk is monitored - do our best people see a future here, or will they leave for AI roles elsewhere?**

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④ Learning and Development

AI skills are changing faster than most L&D models can keep up with. This is HR's chance to step up and claim a strategic voice.

- Core AI literacy is being built across the workforce.
- Specialist skills are realistic, defined, and prioritised.
- L&D decides which skills to build in-house vs. source externally.
- Learning delivery is agile (bite-sized, just-in-time, coaching).
- Content is regularly updated to avoid outdated training.
- **We've partnered externally where L&D can't keep pace.**
- **L&D leaders are at the table with IT and business leaders to align skills to strategy.**

⑤ EVP and Retention

AI talent will be scarce and expensive - EVP must make you stand out, or you'll pay more to hire and risk losing what you already have.

- EVP highlights meaningful work, growth, and visible impact.
- AI roles offer experimentation and exposure to leadership.
- Internal employees see career paths into AI roles.
- Retention strategies cover both specialists and the wider workforce.
- **We can show candidates and employees that AI careers here lead somewhere, not just into endless pilots.**

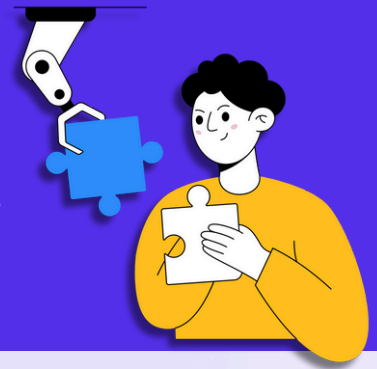
⑥ Change Management and Culture

Even the best hire will fail if the culture isn't ready - AI adoption is as much about trust as it is about tech.

- Leaders are prepared to address AI openly and honestly.
- Employee concerns about jobs and automation are acknowledged.

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- Internal comms frame AI as opportunity, not threat.
- Change is supported at every level, not just top-down.
- **HR has a change playbook for AI, not just generic transformation messaging.**

⑦ Budgeting and Investment

HR can't deliver AI transformation without the right resources - being clear on budget is how HR earns a strategic seat.

- Budgets cover hiring, learning, mobility, and governance.
- Reskilling and coaching have dedicated funding.
- Governance and compliance are resourced properly.
- Spend is tied to productivity, retention, and risk reduction.
- **We've modelled the cost of inaction - what it costs to lose talent or stall adoption.**

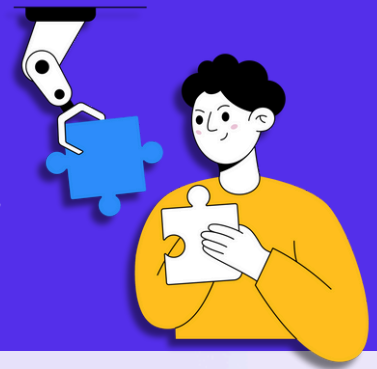
⑧ HR Tech and the Existing Stack

You probably already own more AI than you think - HR needs to know how to make the most of it.

- AI features in current platforms (Microsoft, Salesforce, Workday) are mapped.
- Plans exist to optimise what's already in use before buying more.
- Employees are trained to use embedded AI effectively.
- Governance covers shadow AI and employee-led adoption.
- **HR partners with IT to influence how existing tech supports workforce skills.**

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⑨ Leadership and Governance


Without ownership, AI becomes everyone's job - and no one's accountability. HR has to help define the guardrails.

- An executive sponsor owns the AI talent agenda.
- A cross-functional steering group is in place.
- HR has a voice in workforce and capability decisions.
- Responsible and ethical AI policies are defined and active.
- **Leaders are trained to talk credibly about AI with employees and investors.**

①⑩ People Analytics and Measurement

If you can't measure it, you can't manage it - and you can't prove HR's impact.

- Metrics for adoption, productivity, and retention are defined.
- Success is measured beyond rollout (usage, engagement, ROI).
- HR tracks links between AI adoption and employee outcomes.
- Regular reviews adjust strategy as AI evolves.
- **We can show executives a clear ROI story on AI skills and adoption.**

A decorative graphic consisting of three short, parallel lines in yellow and orange, angled upwards to the right.

AI talent strategy isn't just about filling roles - it's about positioning HR as a driver of growth, capability, and culture.

Our **Impact of AI Diagnostic** shows where AI will hit hardest - so you know exactly what to build, buy, and hire for.

Book a demo and see how it works.

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September 2025

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