Building digital capabilities of staff - involving Human Resources Teams

The Jisc [Building digital capability](#) project aims to ensure staff in universities and colleges are equipped for a changing digital environment. Jisc has produced a series of guidance, tools and resources to help institutions and individuals, framed within the [digital capability framework](#).

As part of this work Jisc commissioned a short review into how Human Resources (HR) teams in educational institutions support staff with the development of their digital capability. An online survey and some interviews with HR staff revealed that many HR teams were just starting to think about this as part of institution-wide approaches to staff digital capabilities.

HR teams cover a wide range of activities that require them to consider and/or support staff digital capabilities across their institutions. Data management and analytics, increasingly sophisticated institutional systems and the impact of social media mean that Human Resource teams themselves need a range of digital capabilities to effectively carry out their work.

Two sets of slides have been produced for HR teams in colleges and universities. Thanks are due to Abi Mawhirt, Head of People and Organisational Development at Dundee and Angus College who worked with us to refine these slides and to make sure we did not have any serious omissions.
:

1. **[Building digital capabilities of staff: involving Human Resources teams in organisational approaches](#)**
   This set maps HR activities and roles to the Jisc digital capabilities framework. It highlights where HR teams can input to institution wide approaches to staff digital capabilities and offers some suggestions for activities where they could get involved. Some of these areas involve other teams and would encourage HR input to support teams leading on a particular area.

2. **[Building digital capabilities of staff: a Jisc digital capabilities framework lens for Human Resources teams](#)**
   This set offers a view of HR activities through the Jisc digital capabilities framework. Each area of HR activities is mapped to the 6 key elements of the Digital capabilities framework and highlights where HR teams can impact on digital capabilities of staff (and to a lesser extent students).

   We have also highlighted those activities that relate to digital capabilities of staff in HR teams.

We hope that HR teams would use the content to consider their activities, identify and build on strengths, as well as identify any gaps or areas where they could enhance their support of staff digital capabilities. It may highlight areas where HR teams could take the lead, for example in the area of Digital identity and wellbeing.

Suggestions for use of pilot slide sets

These slides are a pilot version and we intend to update or revise them following feedback from HR teams in colleges and universities. We are keen to know if one set of slides was most useful or how you used them. (Create a very short survey to gather info?)

It is recognised that HR teams are often split into different departments that focus on specific areas, such as organisational and human behaviour, business partners, systems management, information/data analysts. Some HR staff may have more responsibility for staff digital capabilities than others so the slides may need to be adapted for different contexts.

We are happy for HR teams to adapt the slides for their own use, but would appreciate the source to be acknowledged.

The slides should be used in conjunction with other Jisc digital capability tools and resources. The Digital capabilities discovery tool would be a particularly useful follow up to using these slides for HR staff to consider their own digital capabilities. Other Jisc resources to support organisational approaches would also be highly relevant for HR teams to engage with.

Although we are open to hearing how you might have used the slides in your own context we anticipate that they could be used in the following ways:

1. Use the slides to deliver a team presentation highlighting areas of most relevance to the team.
2. Use the slides or a selection of slides in a presentation to focus on particular aspects - either a particular area of HR activities such as recruitment and selection or on a specific area of the digital capabilities framework such as Digital wellbeing.
3. Use the slides as a pdf document to share within teams and follow up with workshops to consider them within your own context.
4. Get different teams within HR to focus on specific slides (or pdf pages) and ask them to come up with an action plan following their discussions.
5. Use the slides or some of the content to present to different teams within the organisation to highlight what you are doing in different areas of digital capability or what you would like to do.
6. Use the materials to highlight areas for joint working or partnership approaches to other teams or departments within the institution.
7. Link to other Jisc digital capabilities, guidance, tools or resources to highlight possible HR roles across the institution.