**Part 11 – Human Resources Management**

Management of human resources enables efficient use of labour and its appropriate allocation. This significantly assists the endeavour to deliver projects on time and on budget. At Orbital Space Solutions we employ a variety of tools to effectively manage our human resources.

**Human Resources Plan**

The plan is centred on two main focus areas; team development and defining team roles and responsibilities. These two areas make up the bulk of human resource management. Their effective execution will be assisted by organizational charts and team building tools. Specifically, responsibility assignment matrices, Belbin team role assessments and Tuckman Ladder Theory will all be used to inform management of Orbital Space Solutions Human Resources.

**Roles and Responsibilities**

Division of the team into roles and responsibilities that align with the skillsets and personality types of individual team members results in a stronger and adhesive team. The responsibility assignment matrix for the Space Orbital Solution’s project management team has been informed by Belbin Assessments. See Table X for responsibility matrix and Table Y for role division.

**Roles**

Table 1. RACI (Responsible, Accountable, Consulted, Informed) Matrix as related to project milestones and team roles.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | Project Manager | | Functional Manager | | Operational Manager | | Site Manager | | Design Manager | |
| PM Documentation | | A | | | | R | | R | | R | | R | |
| Stakeholder Liaising | | | R | | A | | C | | I | | I | |
| Design Management | | | C | | I | | C | | C | | A | |
| Site Management | | | I | | I | | R | | A | | I | |
| Site Testing Management | | | I | | I | | A | | R | | C | |
| Site Handover | | | R | | A | | R | | R | | R | |

Table Y. Team member role assignment.

|  |  |
| --- | --- |
| Position | Team Member |
| Project Manager | Samuel Talbot |
| Functional Manager | Tom Courtney, David Prior |
| Operational Manager | Noel Khan |
| Site Manager | Benjamin Hughes |
| Design Manager | Joshua Walker |

**Development Plan**

To ensure the ongoing growth of our employees and exceptional project outcomes, team members will be provided with any training necessary for them to effectively fulfil their roles. Individuals wishing to pursue further training in their area of expertise will be supported by Orbital Space Solutions and are encouraged to do so.

To maintain adhesion and strength within our team

**Also need to fix my previous sections Gantt Chart and a few other little bits.**

**Gantt Chart Revision**

Chart should have a superstage and substages and then a deliverable at the end. The