1. Introduction
	* Provide an overview of the organization and its current recruitment challenges.
	* Identify the purpose and goals of the recruitment plan.
2. Current Situation Analysis
	* Assess the current recruitment process and its effectiveness.
	* Identify the strengths and weaknesses of the current recruitment process.
	* Identify the current hiring needs and any gaps in the workforce.
3. Recruitment Objectives
	* Define the recruitment objectives in line with the organization's strategic goals.
	* Define the ideal candidate profile for each open position.
	* Define the target recruitment metrics (e.g., time to hire, cost per hire).
4. Recruitment Strategies
	* Identify the recruitment channels to reach the ideal candidate profile.
	* Develop a candidate sourcing strategy (e.g., job boards, social media, referrals, etc.).
	* Develop an employer branding strategy to attract top talent.
	* Identify any new recruitment technologies or tools that can improve the recruitment process.
5. Recruitment Tactics
	* Develop a recruitment calendar outlining the recruitment activities, timelines, and responsibilities.
	* Develop job descriptions and job postings that accurately reflect the requirements and responsibilities of the open positions.
	* Develop a screening process that effectively evaluates candidate qualifications and fit.
	* Develop interview questions that accurately assess the candidate's qualifications and fit.
	* Develop a candidate experience strategy that ensures a positive candidate experience throughout the recruitment process.
6. Recruitment Metrics and Evaluation
	* Define the recruitment metrics to track and measure the success of the recruitment plan.
	* Establish a process for evaluating the recruitment plan's effectiveness and making necessary adjustments.
	* Define the process for providing feedback to stakeholders on the recruitment plan's success.
7. Conclusion
	* Summarize the key points of the recruitment plan.
	* Emphasize the importance of the recruitment plan's alignment with the organization's strategic goals.
	* Discuss the ongoing nature of recruitment and the need for continuous improvement.