

HR Assessment



PROCESS REVIEW

The assessment is a high-level review of HR and talent management programs and processes, including recruiting and onboarding, performance and career management, training and development, succession, rewards and recognition, engagement, and retention.

FOCUS GROUPS & INTERVIEWS

Information is gathered from a cross-section of leaders, managers and employees through individual interviews and focus groups. The primary objective of the interviews is to gather perspectives on the organization's culture, future direction and strategy, as well as business challenges and opportunities.

GAP ANALYSIS

Data from the interviews, focus groups and engagement surveys, if available, is analyzed to compare the current state of the HR and talent management processes and programs with an ideal, or desired, state based on best practices as well as organizational goals. Resulting areas for improvement are identified and prioritized along a timeline for action.

REPORTING

The resulting report documents the strengths and gaps of each HR and talent management process area with prioritized recommendations for addressing the gaps. The report includes an executive summary of findings and recommendations. A final presentation, delivered to the leadership team, highlights the results and engages leaders in a discussion around next steps.

RECOMMENDATIONS

The recommendations within the report are designed based on best practices and knowledge of the organization's future direction. A suggested timeline for addressing the recommendations is included to support the organization in establishing a reasonable approach to tackling the identified gap areas, with an understanding that incremental steps toward progress should be taken.

TIMING

The assessment can take place at any point in the year. Often, it is used to gain an objective view of current programs and processes, while others may use it to prepare a new HR leader in the onboarding process. Additionally, organizations facing significant turnover or low engagement can use the assessment to generate ideas for boosting retention and employee morale.

Today's organizations are facing rapid change, requiring a constant evolution of HR and talent management efforts. An HR assessment provides a data-driven approach to understanding current HR strengths and gaps as they relate to the organization's culture, strategic direction and future plans. Recommendations for improvement are prioritized to better position the organization for success.

SUCCESS FACTORS

Requirements for success include access to leaders, managers and employees who are encouraged to engage in honest dialogue and provide candid feedback around the processes and programs. Before the project begins, leaders must make a general commitment to take action addressing the identified areas for improvement. This commitment ensures that employees will continue to give valuable feedback in the future.