

# The Competency Management Blueprint

*Join Avilar For a 2 Day Planning Workshop*



## Why Competency Management?

Creating a more successful company through managing and improving employee performance has been identified as the next wave from both a technology and management technique perspective. This movement is not entirely a new concept, but rather a combination of events such as new web technologies and global competitiveness across industries. It has led many organizations to realize that attracting, developing and deploying talented employees correctly is the foundation of their

organization's success. Beginning with a properly defined purpose and a plan, Competency Management can grow to add value throughout the organization by:

- Creating Individual Development Plans (IDPs)
- Building project teams based on measured skill sets
- Identifying future organizational needs through succession planning
- Improving employee satisfaction and alignment with organizational goals through career development
- Identifying underutilized skill sets
- Creating a performance management system that aligns employee performance with organization goals
- Supporting and automating mentoring programs

## What are the Challenges?

Competency Management (CM) projects do not always deliver the expected results. There are a number of reasons for this including the failure to define business and functional requirements in an overall plan. By not establishing these requirements in a solid Competency Management strategic plan, organizations can spend too much time and money on measuring the wrong things and building silo software systems. In addition, by not articulating benefits of the project, basic employee and manager buy-in is not achieved, which can cause projects to die on the vine. Without sensible objectives, a clear

CM plan tied to business operations and a big picture understanding of long-term needs, organizations will find themselves rolling out projects that take too long and are seen as having little organizational value.

Maximizing the return on human capital investments is a top management and shareholder concern. Therefore, this provides human resources (HR) an opportunity to become a strategic partner with upper management. With people related costs approaching 50% of an organization's revenue, companies are scrutinizing their

people management practices and expecting HR to play a more strategic role in achieving business success. HR must meet these expectations by having a core competency management and technology plan in place to drive business objectives. Although many HR organizations have embarked on some form of transformation, they are yet to be credited with driving business outcomes. A lack of vision, management buy-in and a strong technology plan are often the reasons for this failure.

## How Can Avilar Help?

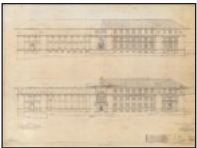
Avilar's team of competency management professionals have been helping organizations through the competency management lifecycle for over 20 years. We have developed a two day workshop that leverages our knowledge base. In the workshop, participants will learn how to create an overall competency management Blueprint that outlines actionable strategies and solutions which are aligned with the organization's goals. The Blueprint includes a 1000 day plan for executing and deploying competency management in a phased approach which will deliver measurable results.

### **The Blueprint Can Help Answer the Tough Questions.**

A common question we hear from organizational leaders in the human resource space is *"How do I start and how do I get my management to support this initiative?"* Other questions organizations struggle with are *"How can this really impact our business?"* and *"How do we prioritize our plan?"* Providing the answers to these questions and many others is what the Competency Management Blueprint Workshop does by:

- Establishing the connection between competency management and corporate goals.
- Justifying future investments.
- Providing credible operational outcomes as a result of HCM activities.
- Creating a more positive experience for employees and managers.
- Identifying measurable objectives with corporate objectives.
- Prioritizing Competency Management investments and applications roll-outs.
- Minimizing project risk by creating a reachable plan and objectives.

## What is the Competency Management Blueprint?



Avilar's Competency Management Blueprint is a packaged service that includes:

- A review of opportunities to reduce costs, avoid costs, and generate additional "top line" business value in each stage of the CM process.
- Identification of processes that can be enhanced by new technologies or solutions.
- A customized 1000 day plan to determine how to rollout Competency Management technologies, services and solutions.

The solutions are prioritized based on the order in which they should be implemented in a phased approach.

- An objective review of your current HR technology and applications.



## How is the Workshop Structured?

**How is the Competency Management Blueprint Workshop Structured?** Each Blueprint Workshop is customized by our competency management professionals to address your organization's unique needs. A general outline includes:

### Day 1

#### Challenges in Competency Management

- Stages of Competency Management
- Application scenarios and outcomes
- Assessment alternatives and validation
- Process overview
- Critical success factors

#### Planning Workshop Introduction

- Walk-through of process
- Resource requirements

#### Aligning Competencies and Business Plans

- Where are we and where are we going?
- Identifying opportunities
- Leveraging competencies and roles

#### Competency Model Considerations

- Make or buy?
- Customization of existing skill set
- Structural requirements (descriptions, KPI's, roles, etc.)
- Development of a competency model
- Validation of the competency model

#### Developing a Communication Program

- Positioning the competency program
- Reinforcing the purpose
- Identifying how the information will be used

#### Integrating Competencies with other Systems

- Inbound data flow from HRIS
- Outbound data flow to HRIS, IDP, T&D, PM, EPM, etc.
- Supporting organizational metrics

### Day 2

#### Surveying Competencies

- Assessment options and their pros and cons
- Information requirements
- Estimating time for surveys

#### Development Planning Requirements

- Learning resources matched to competencies
- Vendor information and reporting

#### Reporting and Analysis

- Correlating competency data with external data
- Archiving competency data and snapshot intervals
- Custom reporting requirements

#### Building a Project Plan and Timeline

- Activities, duration and resources
- Deliverables
- Cost/benefit analysis

## So What Do I Get?

One to two weeks after the workshop, our team will present your organization's unique Blueprint to you. It will address both a short term tactical plan for rolling out your competency management project and a long term roadmap for future growth.

Our team uses the Blueprint to bring together your organization's goals, competency

management needs and technology strategy to ensure your success in making HR a strategic partner within the organization.

Avilar is known as the competency company for its commitment to helping companies realize the true value of competency management and technologies. We work with our clients to map competency management

strategies based on their unique business needs. We also help organizations to optimize software applications and tie strategic competency management initiatives to specific and measurable business results. For more information, please visit: [www.Avilar.com](http://www.Avilar.com) or email [blueprint@avilar.com](mailto:blueprint@avilar.com)

