

Job Benchmarking

Businesses everywhere are competing for top talent, because Talent is the lifeblood to any organization. To succeed a business needs employees performing at their peak. Businesses everywhere are seeking better, more efficient ways to secure the talent necessary for success. But what talent does a job require for superior performance?

The behaviors and skills needed for a job, along with the motivations to get the job done, are easily found...if you are willing to listen to the job. Only the JOB has the answer, so let the job speak. The job may not shout its requirements, but if you listen carefully, it will communicate the skills needed to perform the job.

The Foxwood Job Benchmarking Process is unique and effective because it enables the assessment of the job and the talent in order to find the best job fit. You can quickly determine the behaviors, values, personal skills and task preferences required for superior performance. The Foxwood Job Benchmarking Process makes it easy to remove common biases often associated with the hiring process. Instead, factual data based on job requirements provide a solid foundation for hiring success.

The Job Benchmarking Process

Job Benchmarking can be broken into **four key phases**. Each phase is **contingent on the one prior**, and the entire benchmarking process **can be duplicated across all positions** within an organization.

Setup: *Identify the Job and "Subject Matter Experts"*

It is important to understand **why the job exists, how success in the job is measured, the history of the position and how it fits the company strategy**. The Subject Matter Experts (SMEs) are people within the organization that have a direct connection to the job. Their expertise will help with the **creation of the job benchmark**.

Key Accountabilities: *Define, Prioritize and Weigh Key Accountabilities*

Through discussion, the SMEs will define a **comprehensive yet succinct group of 3-5 key accountabilities for the position**. These will be ranked in order of importance and time requirement.

Assessment: *Respond to the Job Assessment and Review Multiple Respondent Report*

The SMEs will respond to the Job Assessment, keeping the Key Accountabilities in mind. Based on a unique analysis, the **Multiple Respondent Report combines input from all SMEs to create a benchmark for the job**.

Results: *Compare Talent to the Job Benchmark using a Gap Report*

A talent assessment on the same scale as the job will **identify the characteristics an individual will bring to the job**, allowing you to **easily determine the best job fit and identify coaching opportunities**. Within the framework of an organization's overall selection process, **effective hiring decisions can be made and productivity can begin immediately**.

Job Benchmarking Tools

TTI TriMetrix® HD Job Benchmark

Based upon unbiased input regarding the specific requirements of a job, the Job Benchmark Report analyzes a total of 55 core areas including **Key Characteristics, Job Competencies, Rewards/Culture, Behaviors and Acumen**. Additional feedback and **suggested interview questions** complete this report.

TTI TriMetrix® HD Gap Report

Designed to be compared with the specific job requirements outlined in the Job Report, the Gap Report provides a highly-personalized portrait of an individual as directly compared to the Job Benchmark in three main areas: **Competencies, Motivators and Behaviors**.

TTI TriMetrix® HD Coaching Report

Designed to enhance the understanding of an individual's talents, the Coaching Report provides insight into four distinct areas: Behaviors, Motivators, Acumen and Competencies. This is the foundation of personal and professional development.

Green Bay • Wausau • Iron Mountain

P: 866.339.5019

F: 920.339.0762

info@foxwoodassociates.com

foxwoodassociates.com

FOXWOOD
ASSOCIATES, INC.

Management Advisors