

YCHRA
YAMHILL COUNTY
HUMAN RESOURCE ASSOCIATION

YAMHILL COUNTY HUMAN RESOURCE ASSOCIATION

CERTIFICATE OF COMPLETION AND ATTENDANCE

"Career Development - What's Next for Me?"

PRESENTED BY

Suzi Alligood, SCP, SPHR- VP People Development & Culture - XeniumHR

January 10, 2019

Kent Taylor Civic Hall
200 NE Second Street
McMinnville, OR 97128

Attendee

YCHRA Representative

YCHRA is recognized by SHRM to offer Professional Development Credits (PDCs) for the SHRM-CPSM or SHRM-SCPSM
Activity ID: 19-SDM26 PDCs: 1.5





Career Development

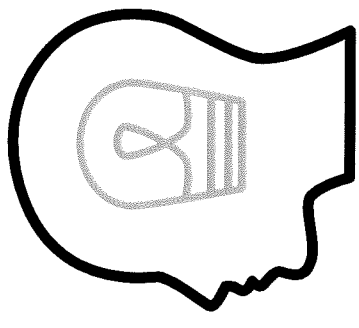
What's next for me?

Suzi Wear, VP People Development
January 10, 2019

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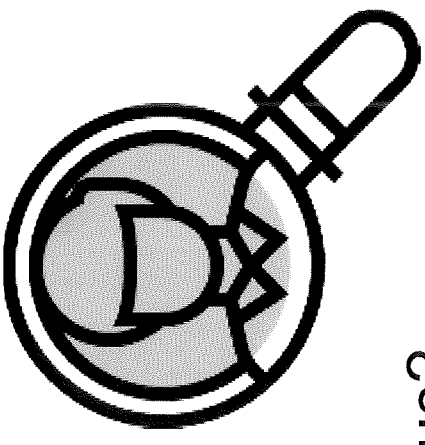
Agenda

- Career Paths and Development Strategies
- HR's role in Career Development
- Career Mapping Process

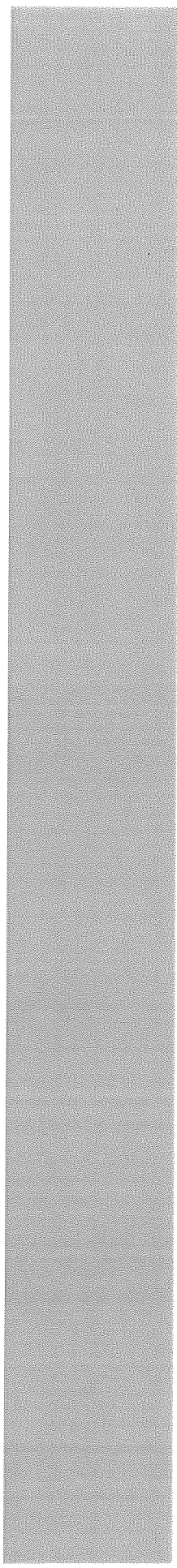


Career Development

Key Considerations

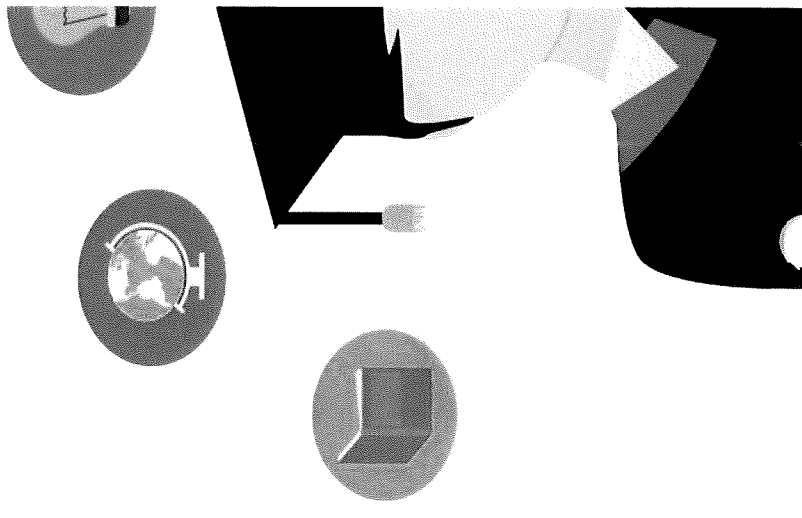


- Do our top performers see a future with us?
- Do we offer flexible, personalized career paths?
- Do we continually coach career growth?

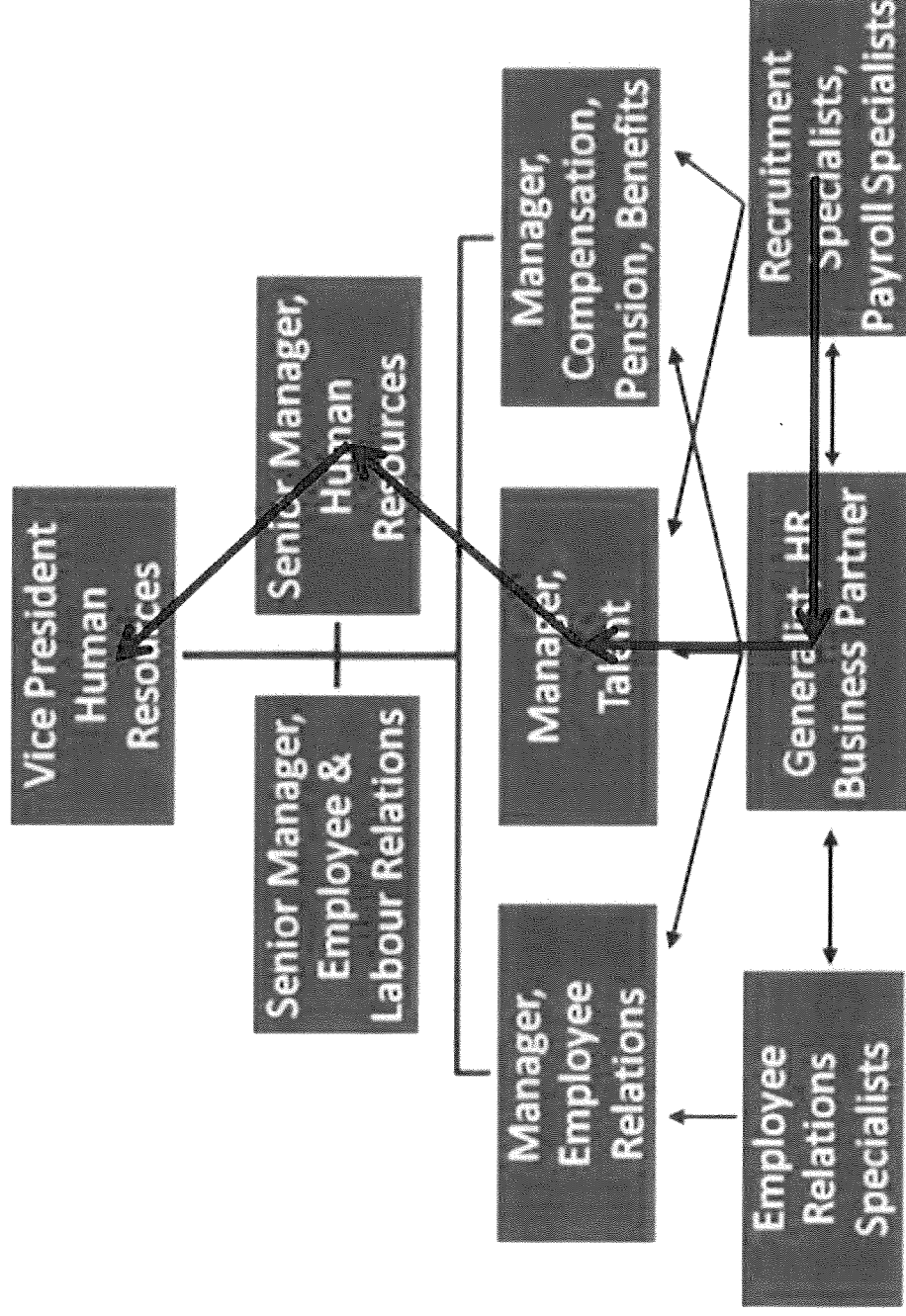


Career Path Strategies

- Career Ladder
- Career Lattice
- Combo/Individualized

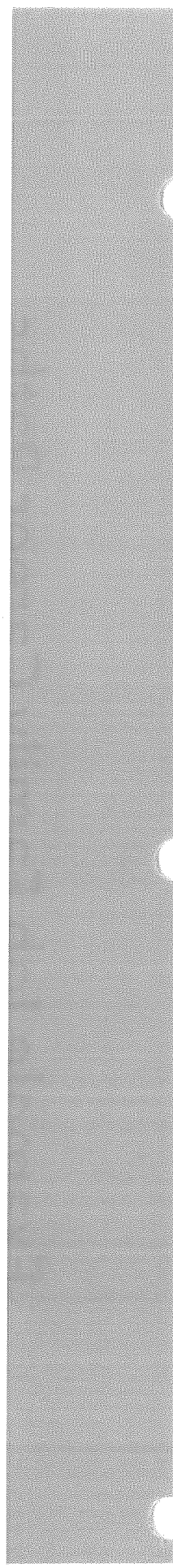
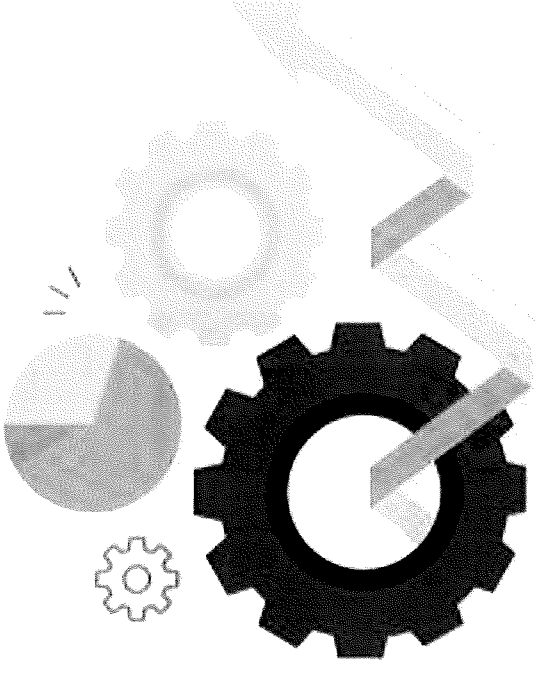


Example Job Family Career Paths

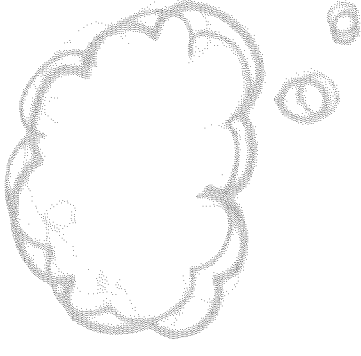


Additional Strategies

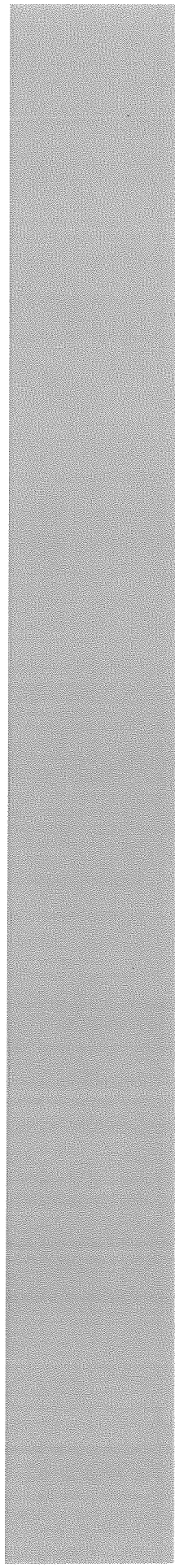
- Job enrichment
- Job enlargement
- Job rotation
- Dual career ladders
- Accelerated and Dialed Down career paths
- Encore career paths



Discussion

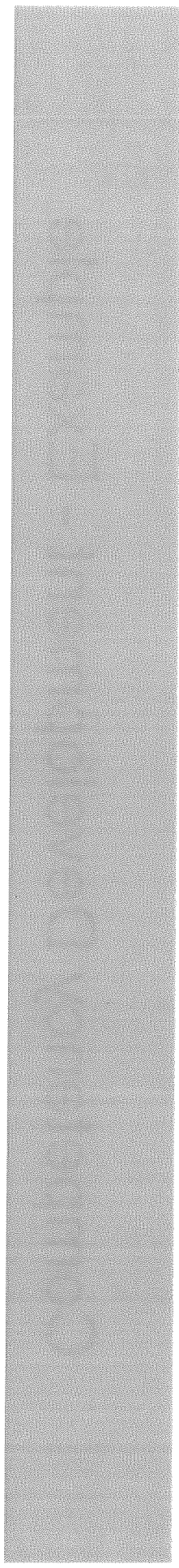
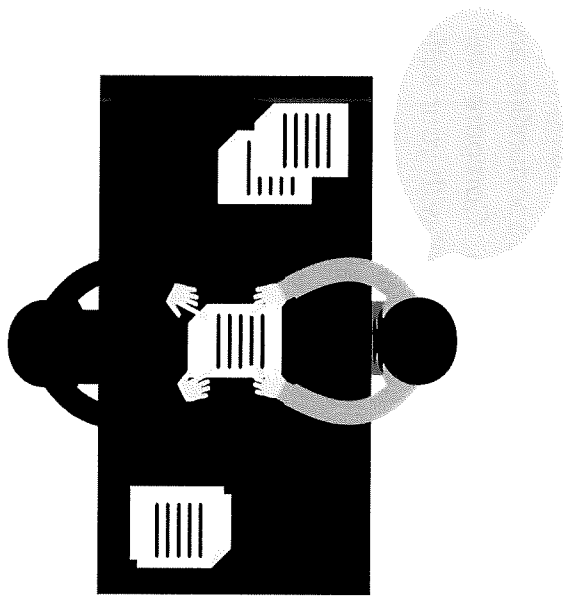


- Which career progression strategies may be most relevant within your industry/organization?
- Pick a key role in your organization and discuss with a partner.



Career Mapping Process

1. Self-Assessment
2. Gap Analysis
3. Individualized Development Plan
4. Exploring Opportunities



Competency Development - Example

Leadership Competency	Theory (10%)	Social (20%)	Experiential / On the Job (70%)
<u>Emotional Intelligence/Self-Awareness</u> Accurate assessment of one's emotions, strengths & weaknesses. Recognizes emotions, including how they influence one's behavior.	Training Course: Leadership Essentials Reading: Emotional Intelligence 2.0, Dr. Travis Bradberry Media: Emotional Intelligence video, Daniel Goleman	1. Participate in book club or read book with colleague on topic. Share development areas with mentor or trusted colleague and ask for real time feedback. 2. Complete EQ assessment and share results with colleagues with whom you work closely.	Request feedback from colleagues regarding your strengths, opportunities and blind spots. Compare their assessment with your self-assessment. Create a plan for leveraging your strengths, developing an opportunity, and managing a blind spot.

Coaching & Feedback

Guides others in goal setting, identifying Coaching & Feedback resources and measuring success;
 provides encouragement and ongoing feedback to help others strengthen specific knowledge/skill areas needed to Shari Harley accomplish a goal, task, solve problem.
 Provides timely, meaningful feedback to Michael Bungay Stanier help others strengthen specific knowledge or skill areas needed to accomplish a task or solve a problem; does not allow problems to persist.

Training Course:

Reading:
 How to Say Anything to Anyone,
 The Coaching Habit,
 Michael Bungay Stanier
www.boxofcrayons.biz

1. Participate in book club on relevant topic. Share development areas with mentor or trusted colleague and ask for real time feedback.
2. Ask a direct report for feedback about how you can improve your coaching and feedback. Make a plan to apply improvements.

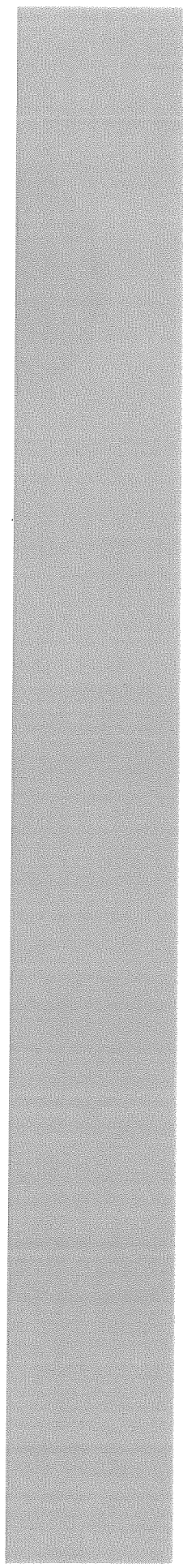
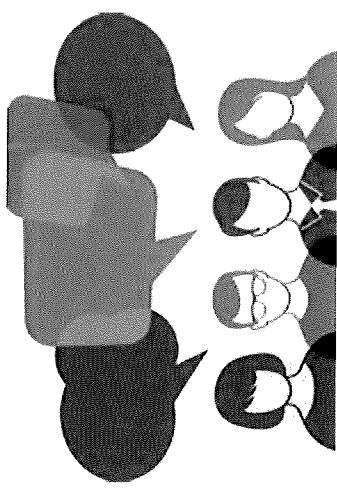
1. Plan and script feedback using DESC. Review your communication with a peer manager, your supervisor or HR and request feedback for improvement. Deliver your feedback to the intended person.
2. Use the GROW Coaching Worksheet in your next 1-1-1 meeting with a direct report.

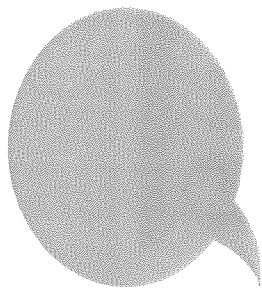
Activity

Identify development strategies for varying employees – collaborate as a table group.

Examples:

- No interest in managing others
- No desire to climb
- Plateaued in current role





Takeaways

Questions?

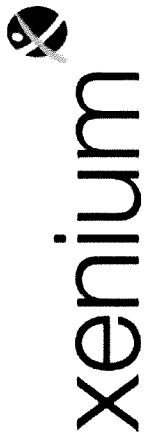
Suzi.Wear@XeniumHR.com

Thank You!

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Gap Analysis for Career Development

This form is intended to help you determine current gaps in knowledge, skills, experience and abilities between your current role and a future, desired role so you may prepare a plan for development.

	CURRENT JOB	DESIRED JOB	GAPS
Job Title			
Competencies (if avail.)			
Technical Knowledge or Certifications Required			
Technical Skills Required			
Behavioral Skills Required			



Planning Worksheet

Gap to Close	How are you going to close the gap? (Options, Resources)	When closed, what will success look like?	How will I validate this gap is closed?	Desired Timeframe

Professional Development Goal
Create a SMART goal and finalize with your supervisor.

What is the specific, desired outcome? (ex. demonstrated proficiency)

How will progress and results be measured?

How do you know this is attainable? (ex. experience, resources and support available)

Why/how is this goal relevant?

What is the target date for completion?

Potential obstacles to reaching my goal.

Options to prevent or manage obstacles.

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Next Steps / Action Items:

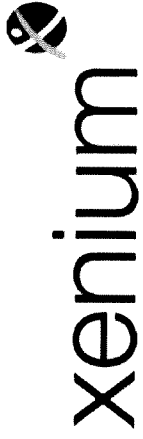
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Employee Signature

Date

Supervisor Signature

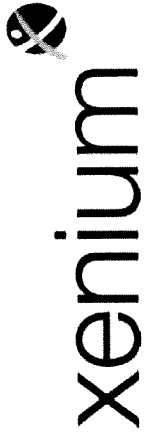
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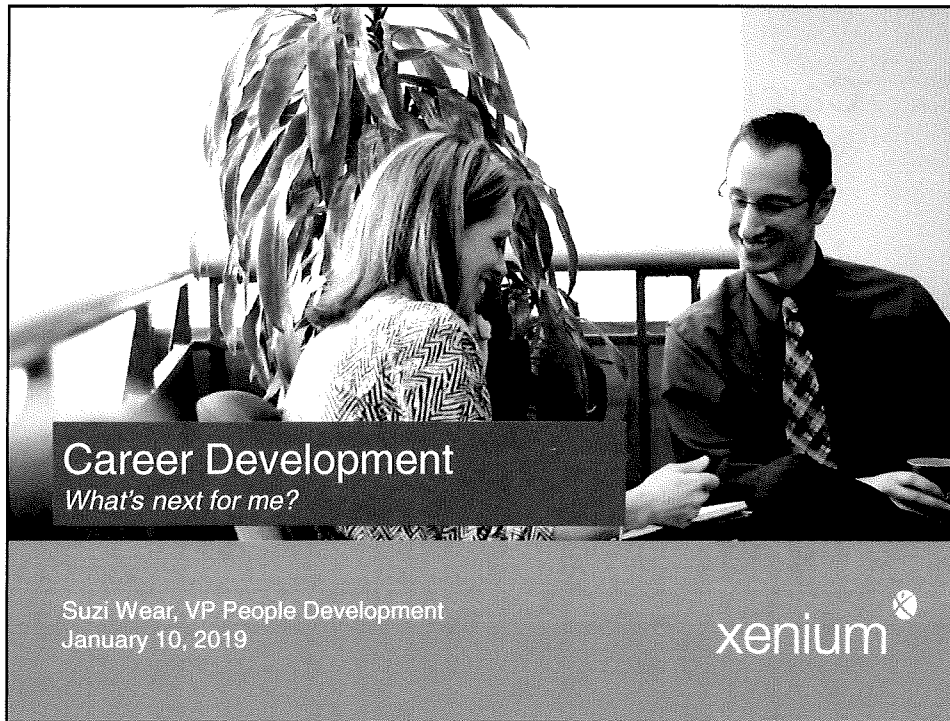
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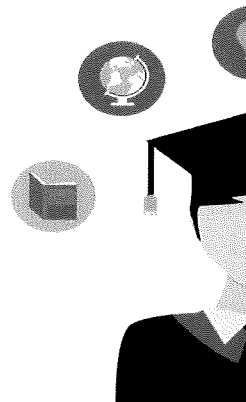
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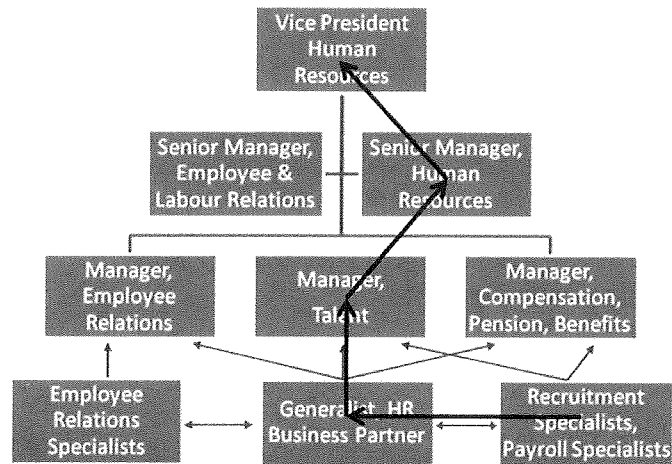
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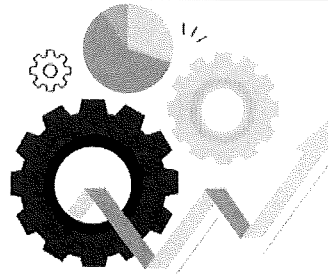


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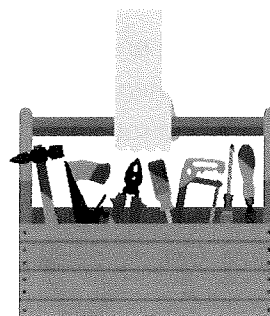
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HR Leadership

- Design and implementation of talent management processes & tools
- Coach & Advise
- Learning & Development resources
- Feedback & Assessment



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