

Checklist: Strategic Personnel Development

This checklist will enable you to evaluate your personnel development by answering 16 questions.

If you wish, we will provide you with a free evaluation in the form of a discussion either by telephone or in person, during which you will find out how we perceive your results and will be given ideas and suggestions for further development.

Please rate the following statements regarding personnel development in your organisation:

1 = Strongly agree 2 = Agree 3 = Disagree 4 = Strongly disagree

1. Personnel development as a success factor for your company

1 2 3 4

Personnel development is a strategic success factor in your organisation that makes a proven contribution to market performance.

Those responsible for personnel development are continually involved in the target-setting process to determine the company's strategic direction.

Personnel development is also used in times of crisis at the company to provide the appropriate support for any changes required among employees and managers.

Personnel development measures are planned, defined and implemented together with the top management in your organisation based on strategic company targets and the business requirements relating to these.

2. Personnel development as a management task

1 2 3 4

Managers know the prerequisites and requirements of change management and are aware of the importance of ongoing self reflection.

Managers see themselves as being responsible for the personnel development of their employees or team and as a partner to internal personnel development staff.

There are forums chaired by internal personnel development staff for regular dialogue between managers on personnel development issues and topics.

Personnel development tools are implemented transparently and to a good standard of quality by most managers.



3. Process management and internal marketing for personnel development

1 2 3 4

Personnel development actively conveys its understanding of itself, its range and current measures using internal communication formats and events.

Personnel development is aware of and uses both well-known and new opportunities to identify and deal with areas that are of strategic importance to the company.

Personnel development takes a look outside the company on a regular basis, ascertaining how personnel development is carried out by key competitors so as to find any areas where there is potential for its own organisation.

4. Quality assurance of personnel development

1 2 3 4

The training available within your organisation is target group-specific, caters to demands and focuses on your career model, if you have one.

Employee qualification targets are agreed on an individual basis. The measures implemented to achieve these targets are monitored on a regular basis to check their success.

Personnel development offers effective and efficient training advice for managers and employees.

The personnel development planning process is transparent to all and linked to processes to analyse demand and potential.

External trainers and consultants are selected based on mutually agreed targets and according to agreed quality criteria that can also be used to monitor the working relationship.

Would you like a free evaluation?

Please send us the completed checklist by fax or post, together with your contact details. We will then get in touch shortly to arrange an appointment.

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