

# Assessment as a Tool for Learning & Development

**Key Uses:** Identification of strengths and weaknesses for training or professional development

A staff member may have contacted their manager or HR with a request for training or a need for growth. Equally, a Candidate may have been identified for development by their manager.

## Overview

Engaging the services of a Psychologist to perform psychometric assessments is an invaluable tool for the identification of strengths and weaknesses in a person. Accurate information as well as an in-depth understanding of the person's need(s) will allow for the most appropriate learning/training strategy to be identified.

Initially, a detailed interview with key client stakeholders is necessary to define the scope of the assessment requirements. Organisational culture, role culture, job performance requirements and working styles are all examined at this stage to enable a detailed understanding of the project.

## 1 Need Identified

## 2 Contact SSL

### Job Descriptions, KPI's and Candidate CV is forwarded to SSL

Candidate is notified of assessment venue, times and any specific requirements.

A test battery is specifically designed to reflect the needs scoped in stage 1. Candidate completes the test battery and is interviewed by a Psychologist.

## 3 Assessment

## 4 Analysis

Candidate's test answers are scored and analysed. A profile is obtained of strengths, development needs and job fit with respect to the role requirements e.g. KPI's, personality, role culture and organisational culture.

### Feedback

A Psychologist will give verbal feedback to all key stakeholders via phone usually within 24 hrs of the assessment completion. Results and key implications are discussed and a recommendation is made relative to the training and growth needs.

## 5 Debrief

### Group Meeting

It is preferable to conduct the debrief stage face to face with the key stakeholders. This enables a more thorough discussion that allows for greater opportunity to explore all the learning options. A group meeting often replaces the need for phone feedback.

### Individual coaching, mentoring or training may benefit the Candidate

**Southern Star Learning** can advise and support you with one of our learning and development professionals.

## 6 Written Report

A detailed report can be commissioned at this stage. It is **highly recommended** that a report is generated. The report has detailed information on all the test data, observations, working conditions and most importantly, developmental and training needs based on the candidate's current strengths and weaknesses.

The data gained from the psychometric processes enables benchmarking to take place. This can take many forms - the simplest is to compare the person to their results during and after the training /learning strategy has been completed. **Assessment data has a shelf life of 3 - 5 years.**

## 7 Reviews

### Retest or Review with Psychologist



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