

Topic: 4 strategies to work out your staff's training needs

These are four strategies recommended by our Corporate Training Manager Anita Kropacsy to plan your staff's soft skill training as part of their professional development. Soft skills are often referred to as 'people skills' which includes leadership, behaviour, communication and teamwork. Contact us for more information on any of these strategies.

1. Conduct a situational analysis

A situational analysis will put the spotlight on the strengths, weaknesses, opportunities, threats and gaps in your team. It will help you realise or forecast change in the business environment and any timeframes to work within. Then you can consider what skills are required, not required or need improving for your team to reach the desired level of performance.

2. Conduct 360-degree assessments

These will help provide an objective assessment of each staff member's strengths, weaknesses and performance. A 360-degree assessment is a process that enables self-reflection by the staff member and assessment by their manager, peers and even customers if required. This type of assessment is more accurate and validating than just feedback from the manager.

3. Compile behavioural profiles

Behavioural profiling will provide you with greater understanding of your staff, how they work together, how they can work more effectively together and what else you may need in the team. One of the best models used today for behavioural profiling is Belbin. A Belbin workshop will identify how various behavioural styles are represented in an individual and where the strengths and gaps of your team lie.

4. Set a training path for each staff

With an objective assessment of your staff and understanding of your organisation's soft skill needs, you can sit down and map out a training path with each individual staff member. Like any good plan, it should come complete with goals that are specific, measurable, acceptable, realistic and time-bound. This process will also enable you to identify what training can be achieved in groups, by coaching or by team building.

CONTACT US

We are specialists in corporate training, team building activities and corporate events planning with offices in Melbourne, Perth, Brisbane, Sydney and Auckland!

