



Assess Staff Development Readiness

Organisational Culture	Yes	No	Unsure
Do you have a reputation as a good employer?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you able to attract and retain excellent people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are managers constantly looking to improving the internal intellectual capital and expertise to draw on for effective decision-making?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your organisation believe it is more costly to hire and train new staff than it is to develop the skills of existing staff members?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your organisation actively encourage participation in decision making in areas that affect employees work, and give recognition for their contribution?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do people generally have a positive attitude towards change?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is creativity and innovation actively encouraged?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a willingness to change the way you do things?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are development plans in place to ensure people become increasingly competent and skilled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are employees encouraged to attend professional seminars, lectures, or courses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are employees motivated to participate in self-development opportunities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Systems and Processes	Yes	No	Unsure
Do you have a 360-degree appraisal system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have career development programmes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your organisation provide basic and refresher training on a regular basis, as well as specialised training in response to needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have job rotation programmes in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you provide both formal and informal incentives for employees to participate in self-development activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People	Yes	No	Unsure
Do managers use their daily interactions with staff to impart and share new knowledge and experience?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do managers hold regular staff meetings to impart and share new knowledge and experience?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do your managers have the effective delegation and supervisory skills?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do your managers actively encouraging individual initiatives and suggestions for improving business performance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do your managers provide frequent feedback and positive reinforcement for carrying out new responsibilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>