# TRAINING NEEDS ANALYSIS

360

**Group Report** 

Training Recommendations based on 360 Feedback for all 360's attached to the REACH Profile for YumYum Dairy (SAMPLE).



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# Consolidated courses recommendations

#### **Supervising Others Training**

- Eric Poulton
- Mina Yu
- Josh McKenzie
- Charles Poulton

#### The 10 Dimensions of Effective Leadership

- Eric Poulton
- Mina Yu
- Josh McKenzie
- Charles Poulton

#### **Leadership Development Training**

- Eric Poulton
- Mina Yu
- Josh McKenzie

# Manage People and Performance Training

- Eric Poulton
- Mina Yu

#### **Train the Trainer Training**

- Eric Poulton
- Mina Yu

# Lean Six Sigma Black Belt Certification Training - Signature Series

- Mina Yu
- Josh McKenzie

# Lean Six Sigma Green Belt Certification Training - Signature Series

- Mina Yu
- Josh McKenzie

# Time Management for the Modern Individual

- Josh McKenzie
- Charles Poulton

# **PPA - Building Team Synergy**

- Josh McKenzie
- Charles Poulton

# **PPA - Identifying Difference as Opportunities**

- Josh McKenzie
- Charles Poulton



# **Advanced Skills for Elite Personal Assistants and Executive Assistants**

- Josh McKenzie
- Charles Poulton

# **Business Writing Essentials for the Modern Workplace**

- Josh McKenzie
- Charles Poulton

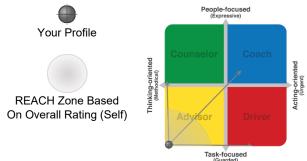
# **Business Writing for the Digital Era**

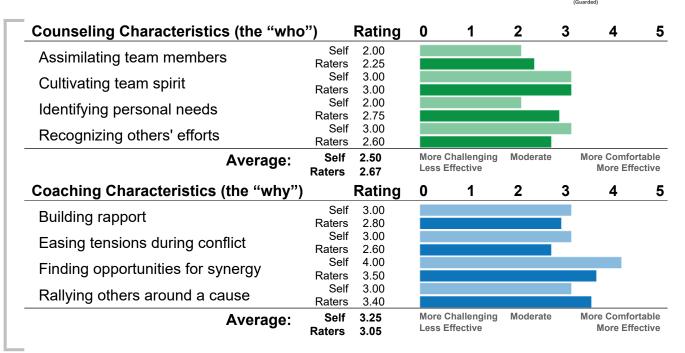
- Josh McKenzie
- Charles Poulton



# Training Needs Analysis for Eric Poulton

The goal of this development plan is to provide Eric Poulton with the clarity of their current development priorities based on their REACH360. After training and/or coaching Eric Poulton will commonly see their development priorities change next time they take the survey and receive feedback using REACH360.





Driving Characteristics (the "what")		Rating	0	1	2	3	4	5
Establishing clear expectations	Self Raters	3.00 4.00						
Evaluating individual performance	Self Raters	3.00 3.00						
Exercising control over processes	Self Raters	4.00 4.00						
Guiding team during change	Self Raters	4.00 3.20						
Average:	Self Raters	3.50 3.61		Challenging Effective	Moderate		More Com More E	fortable Effective
Advising Characteristics (the "how")		Rating	0	1	2	3	4	5
Advising Characteristics (the "how")  Addressing quality concerns	Self Raters	5.00 3.80	0	1	2	3	4	5
		5.00	0	1	2	3	4	5
Addressing quality concerns	Raters Self Raters Self Raters	5.00 3.80 5.00 3.40 5.00 3.20	0	1	2	3	4	5
Addressing quality concerns Aligning resources with needs	Raters Self Raters Self	5.00 3.80 5.00 3.40 5.00	0	1	2	3	4	5



#### **Eric Poulton Current Development Priorities**



Developing Counselor Skills (the "Who")

They should consider this list of courses:

#### **Assimilating team members**

- Supervising Others Training
- Cross Cultural Communication
- The 10 Dimensions of Effective Leadership



Developing Driver Skills (the "What")

They should consider this list of courses:

#### **Evaluating individual performance**

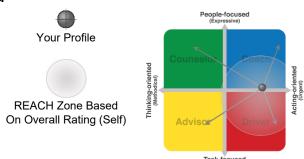
- Supervising Others Training
- Leadership Development Training
- Manage People and Performance Training
- The 10 Dimensions of Effective Leadership
- Train the Trainer Training

- New manager assimilation
- Giving feedback using the SBI model
- · Identifying and overcoming a weakness



# Training Needs Analysis for Mina Yu

The goal of this development plan is to provide Mina Yu with the clarity of their current development priorities based on their REACH360. After training and/or coaching Mina Yu will commonly see their development priorities change next time they take the survey and receive feedback using REACH360.



Counseling Characteristics (the "who	)")	Rating	0	1	2	3	4	5
Assimilating team members	Self Raters	2.00 3.33		_				
Cultivating team spirit	Self Raters	3.00 4.00						
Identifying personal needs	Self Raters	3.00						
Recognizing others' efforts	Self Raters	2.00 3.67						
Average:	Self Raters	2.50 3.50	More Ch Less Eff	nallenging fective	Moderate		More Comfo	
Coaching Characteristics (the "why")		Rating	0	1	2	3	4	5
Coaching Characteristics (the "why")  Building rapport	Self Raters		0	1	2	3	4	5
	Self Raters Self Raters	3.00 3.67 2.00 3.67	0	1	2	3	4	5
Building rapport	Self Raters Self Raters Self Raters	3.00 3.67 2.00 3.67 3.00 4.00	0	1	2	3	4	5
Building rapport Easing tensions during conflict	Self Raters Self Raters Self	3.00 3.67 2.00 3.67 3.00	0	1	2	3	4	5

Driving Characteristics (the "what")		Rating	U	1	2	3	4	5
Establishing clear expectations	Self Raters	4.00 3.00						
Evaluating individual performance	Self Raters	3.00 3.00						
Exercising control over processes	Self Raters	4.00 3.33						
Guiding team during change	Self Raters	2.00 2.33						
Average:	Self Raters	3.25 2.91		Challenging Effective	Moderate		More Com More E	fortable Effective
Advising Characteristics (the "how")		Rating	0	1	2	3	4	5
Advising Characteristics (the "how")  Addressing quality concerns	Self Raters	5.00 2.33	0	1	2	3	4	5
	Self	5.00	0	1	2	3	4	5
Addressing quality concerns	Self Raters Self Raters Self Raters	5.00 2.33 3.00 3.00 4.00 3.00	0	1	2	3	4	5
Addressing quality concerns Aligning resources with needs	Self Raters Self Raters Self	5.00 2.33 3.00 3.00 4.00	0	1	2	3	4	5



#### Mina Yu Current Development Priorities



Developing Driver Skills (the "What")

They should consider this list of courses:

#### **Evaluating individual performance**

- Supervising Others Training
- Leadership Development Training
- Manage People and Performance Training
- The 10 Dimensions of Effective Leadership
- Train the Trainer Training

#### **Guiding team during change**

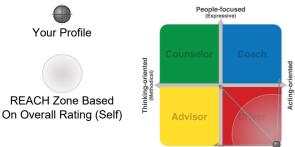
- Train the Trainer Training
- PPA Resilience and You Training
- PPA Problem Solving with a Growth Mindset
- Lean Six Sigma Black Belt Certification Training Signature Series
- Lean Six Sigma Green Belt Certification Training Signature Series
- The 10 Dimensions of Effective Leadership

- Giving feedback using the SBI model
- Problem solving and the ladder of inference
- Using the 5 Whys technique



# Training Needs Analysis for Josh McKenzie

The goal of this development plan is to provide Josh McKenzie with the clarity of their current development priorities based on their REACH360. After training and/or coaching Josh McKenzie will commonly see their development priorities change next time they take the survey and receive feedback using REACH360.

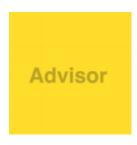


Counseling Characteristics (the "who	")	Rating	0	1	2	3	4	5
Assimilating team members	Self Raters	4.00 2.33			_			
Cultivating team spirit	Self Raters			_				
Identifying personal needs	Self Raters	4.00 2.00						
Recognizing others' efforts	Self Raters	4.00 3.00				_		
Average:	Self Raters	4.00 2.50	More Cha	allenging ective	Moderate		More Com More E	fortable Effective
Coaching Characteristics (the "why")		Rating	0	1	2	3	4	5
Coaching Characteristics (the "why")  Building rapport	Self Raters	Rating	0	1	2	3	4	5
		Rating 3.00	0	1	2	3	4	5
Building rapport	Raters Self	3.00 2.67 4.00	0	1	2	3	4	5
Building rapport Easing tensions during conflict	Raters Self Raters Self	3.00 2.67 4.00 2.00 4.00	0	1	2	3	4	5

Driving Characteristics (the "what")		Rating	0	1	2	3	4	5
Establishing clear expectations	Self Raters	3.00 3.33				-		
Evaluating individual performance	Self Raters	0.00 4.00					_	
Exercising control over processes	Self Raters	3.00 4.00						
Guiding team during change	Self Raters	2.00 3.00						
Average:	Self Raters	2.67 3.58		Challenging Effective	Moderate		More Comf More Ef	
Advising Characteristics (the "how")		Rating	0	1	2	3	4	5
Advising Characteristics (the "how")  Addressing quality concerns	Self Raters	3.00 3.33	0	1	2	3	4	5
	Raters Self Raters	3.00 3.33 3.00 2.50	0	1	2	3	4	5
Addressing quality concerns	Raters Self Raters Self Raters	3.00 3.33 3.00 2.50 2.00 2.67	0	1	2	3	4	5
Addressing quality concerns Aligning resources with needs	Raters Self Raters Self	3.00 3.33 3.00 2.50 2.00	0	1	2	3	4	5



#### Josh McKenzie Current Development Priorities



#### Developing Advisor Skills (the "How")

They should consider this list of courses:

#### Aligning resources with needs

- Supervising Others Training
- Time Management for Managing Projects and Complex Tasks
- Leadership Development Training
- Lean Six Sigma Black Belt Certification Training Signature Series
- Lean Six Sigma Green Belt Certification Training Signature Series
- Lean Six Sigma Yellow Belt Certification Training Signature Series
- Foundation Skills for Elite Personal Assistants and Executive Assistants Training Course
- The 10 Dimensions of Effective Leadership
- Time Management for the Modern Individual



#### Developing Counselor Skills (the "Who")

They should consider this list of courses:

# Identifying personal needs

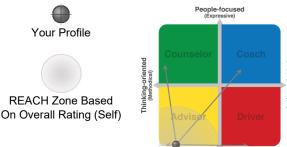
- PPA Building Team Synergy
- PPA Identifying Difference as Opportunities
- Advanced Skills for Elite Personal Assistants and Executive Assistants
- Business Writing Essentials for the Modern Workplace
- · Business Writing for the Digital Era
- The 10 Dimensions of Effective Leadership
- Time Management for the Modern Individual

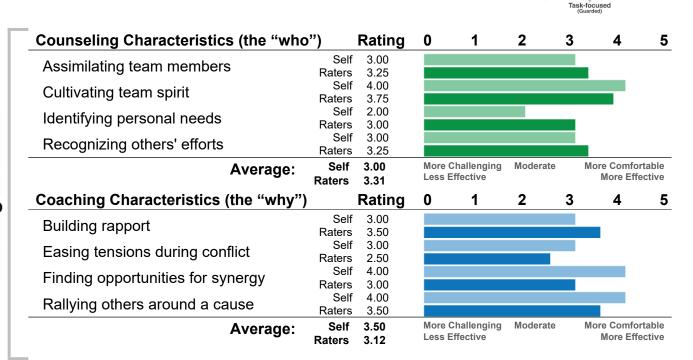
- Using a RACI chart
- Identifying and overcoming a weakness
- Resolving internal conflict



# Training Needs Analysis for Charles Poulton

The goal of this development plan is to provide Charles Poulton with the clarity of their current development priorities based on their REACH360. After training and/or coaching Charles Poulton will commonly see their development priorities change next time they take the survey and receive feedback using REACH360.





Driving Characteristics (the "what")		Rating	0	1	2	3	4	5
Establishing clear expectations	Self Raters	4.00 3.75						
Evaluating individual performance	Self Raters	3.00 2.75						
Exercising control over processes	Self Raters	4.00 3.50						
Guiding team during change	Self Raters	4.00 3.75						
Average:	Self Raters	3.75 3.44		Challenging Effective	Moderate		More Com	fortable ffective
Advising Characteristics (the "how")		Rating	0	1	2	3	4	5
Advising Characteristics (the "how")  Addressing quality concerns	Self Raters	<b>Rating</b> 5.00 3.75	0	1	2	3	4	5
		5.00	0	1	2	3	4	5
Addressing quality concerns	Raters Self Raters Self Raters	5.00 3.75 5.00 3.50 5.00 2.75	0	1	2	3	4	5
Addressing quality concerns Aligning resources with needs	Raters Self Raters Self	5.00 3.75 5.00 3.50 5.00	0	1	2	3	4	5



#### **Charles Poulton Current Development Priorities**



Developing Coach Skills (the "Why")

They should consider this list of courses:

#### Easing tensions during conflict

- Assertiveness and Self Confidence Training
- Conflict Resolution Training
- Supervising Others Training
- Advanced Skills for Elite Personal Assistants and Executive Assistants
- Dealing With Difficult People in the Workplace
- The 10 Dimensions of Effective Leadership



Developing Counselor Skills (the "Who")

They should consider this list of courses:

#### Identifying personal needs

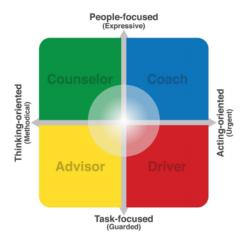
- PPA Building Team Synergy
- PPA Identifying Difference as Opportunities
- Advanced Skills for Elite Personal Assistants and Executive Assistants
- Business Writing Essentials for the Modern Workplace
- Business Writing for the Digital Era
- The 10 Dimensions of Effective Leadership
- Time Management for the Modern Individual

- Resolving internal conflict
- Identifying and overcoming a weakness
- Giving feedback using the SBI model



# REACH

#### Recommendations: Type 2: Trait/Awareness-based RQ Elements



# Developing Awareness of Self and Others - Trait Based Elements of RQ

- Communication Skills Training
- Facilitation Skills Training
- Emotional Intelligence (EQ) Training
- Body Language Training
- Advanced Facilitation Skills Training

#### Developing Resilience and Adaptability – Preparing for change today and tomorrow!

- PPA Building Team Synergy
- PPA Resilience and You Training
- PPA Problem Solving with a Growth Mindset
- PPA Identifying Difference as Opportunities



# **Contact Information**

For more information regarding the REACH suite of products and services available to help you develop and coach high performers, please contact your REACH Partner:



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#### Important Note

The information contained herein describes certain behavioral preferences and tendencies derived from the participants' self-reporting. While such patterns of behavior tend to be consistent over time, these can change based on circumstances beyond the scope of what has been measured by this survey. Therefore, this information does not represent a comprehensive measure of psychological traits, nor does it claim to represent a prediction of future behavior. No part of this information is intended to convey a psychological, medical, or psychiatric evaluation, and in no way is this information intended to convey an evaluation of employability. This information is intended to provide insight that is useful in coaching, team-building, and other aspects of professional development and training. No employment decision should be made based, in whole or in part, on the results contained herein, and no indication of suitability for employment should be inferred or implied based on the REACH Culture Survey.

