

WebMentor Skills

Improving Workforce Performance

As an integral part of any organization's need to leverage human capital to achieve organizational results, competency management is at the heart of nearly all workforce development initiatives. Defining competency models for your organization and performing skills gap analysis provides the essential information for strategic planning around training, staffing, performance management, and succession planning. With Avilar's web-based WebMentor Skills Competency Management Solution, you can now easily develop and perform competency assessments, analyze skills gaps and drive workforce development improvements.

WebMentor Skills, a Web-Based Competency Management Solution

Implement Organization-Wide Succession Plans and Find Tomorrow's Leaders

Inventory critical skills of key leadership roles and identify potential candidates for succession development

Align Training with Corporate Goals

Ensure your learning programs are on target by creating Individual Development Plans (IDPs) based on each individual's job expectations and proficiency level

Build Better Project Teams

Define requirements of a project in terms of skills, roles and resource investments and pinpoint those employees whose skills best match those requirements

Hire the Right Employees

Create selection criteria and tools based on skills and behaviors required for success

Optimize Performance Management

Measure and monitor individual performance and progress and ensure alignment with organizational goals

Prepare for Disasters

Use competency data to support staffing forecasts, enable succession planning and prepare for disasters

Realize Your Workforce Potential.

>> **Smart. Strategic. Proactive.**



COMPETENCY MANAGEMENT IS CENTRAL TO YOUR ORGANIZATION

Effective competency management first of all requires a valid competency model. Whether you purchase, modify or create your own model, it needs to represent the cluster of related knowledge, skills, abilities and other personal characteristics that differentiates your organization from the competition. The competencies in your model should:

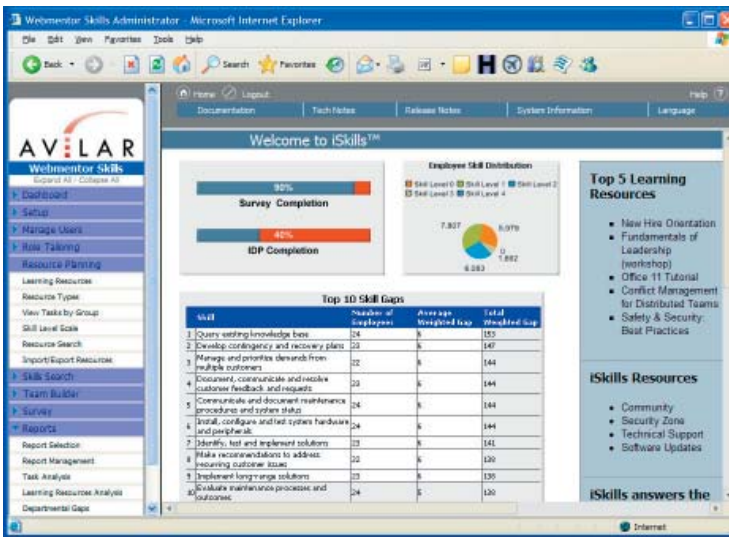
- ✓ correlate with performance on your organization's specific jobs
- ✓ be measured against well-accepted standards
- ✓ be improved through training and development

While you can expect a well-implemented competency management solution to yield significant return on investment, this is a serious undertaking. You will need sufficient tools and resources able to:

- ✓ validate the competency model
- ✓ manage the collection and use of competency data
- ✓ keep the competency model aligned with organizational strategy and structure as the organization and required skills change

Finally, no matter what the size of your organization, you'll need a technical solution to maximize the use of your competency data for your current and future needs. Your technical solution should be able to:

- ✓ collect data about employee competence efficiently
- ✓ store data in a way that it can be used for multiple purposes
- ✓ report data in whatever way suits your objectives



Top 5 Skills Reports:

- ✓ Top 10 Skill Gaps
- ✓ Departmental Gap Progress Report
- ✓ Job Role Profile Summary
- ✓ Learning Resources Summary
- ✓ Training Needs by Course

Key Features:

- ✓ Skills Gap Analysis
- ✓ Competency Modeling
- ✓ Assessments
- ✓ Development Plans
- ✓ Skills Search
- ✓ Project Team Building
- ✓ Workforce Reporting

WebMentor Skills as a Foundation

WebMentor Skills enables your organization to build a strong foundation for workforce development initiatives. First, you can collect and categorize the knowledge, skills, abilities and other personal characteristics that differentiate your organization from the competition into a competency model. Second, you can then assess your employees' current competency level and use that data in order to achieve a number of critical organizational objectives.

To speak with an Avilar consultant and demo WebMentor Skills, please contact us.

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STAFFING

Competency-based job profiles can be used to develop selection tools such as behavioral interviewing and relevant testing and build project teams based on competency criteria.

LEARNING

Individual assessments based on competencies can identify skill gaps and create individual development plans. At an organizational level, analysis of skill gaps can align learning resources with skill gaps and determine current and future learning needs.

PERFORMANCE MANAGEMENT

Implementing a competency management process in your organization can help to clarify organizational needs and performance expectations for all employees, and make the link between competence and business results.

EMPLOYEE ENGAGEMENT

"Job fit" is one of the most critical elements of employee engagement on the job. Identifying employees at risk for failure or burnout because of proficiency levels too low or too high for a job can increase productivity.

CAREER DEVELOPMENT

Nearly all of the "best companies" for employees provide opportunities for employees to advance in their careers. A solid competency management system can support career development by allowing employees to view competencies required for other jobs and determine career development plans.

SUCCESSION PLANNING

Most organizations today are concerned about the pending skills gap. An organization-wide competency management program can help to identify skills at risk through retirement, outsourcing or downsizing and identify high potential replacements.



ABOUT AVILAR, INC.

Avilar, Inc., The Competency Company™, is a leader in web-based competency management and learning solutions for corporations and government organizations. With its Smart, Strategic and Proactive™ solutions, Avilar offers a competency-based approach to workforce development. Formed in 1997, Avilar was a pioneer with its award-winning WebMentor LMS. In 2006 it continues to be a leading innovator with WebMentor Skills™, its web-based competency management solution. As recipient of the "Excellence in E-Learning for Customer Satisfaction" award from Brandon Hall and E-Learning Magazine, and Avilar's ranking as a top "Price-to-Value" provider by Training Magazine, Avilar has built itself on the basis of superior customer service and highly adaptable product design. In addition, Avilar consultants are recognized as industry thought leaders and have decades of experience in implementation and analysis.