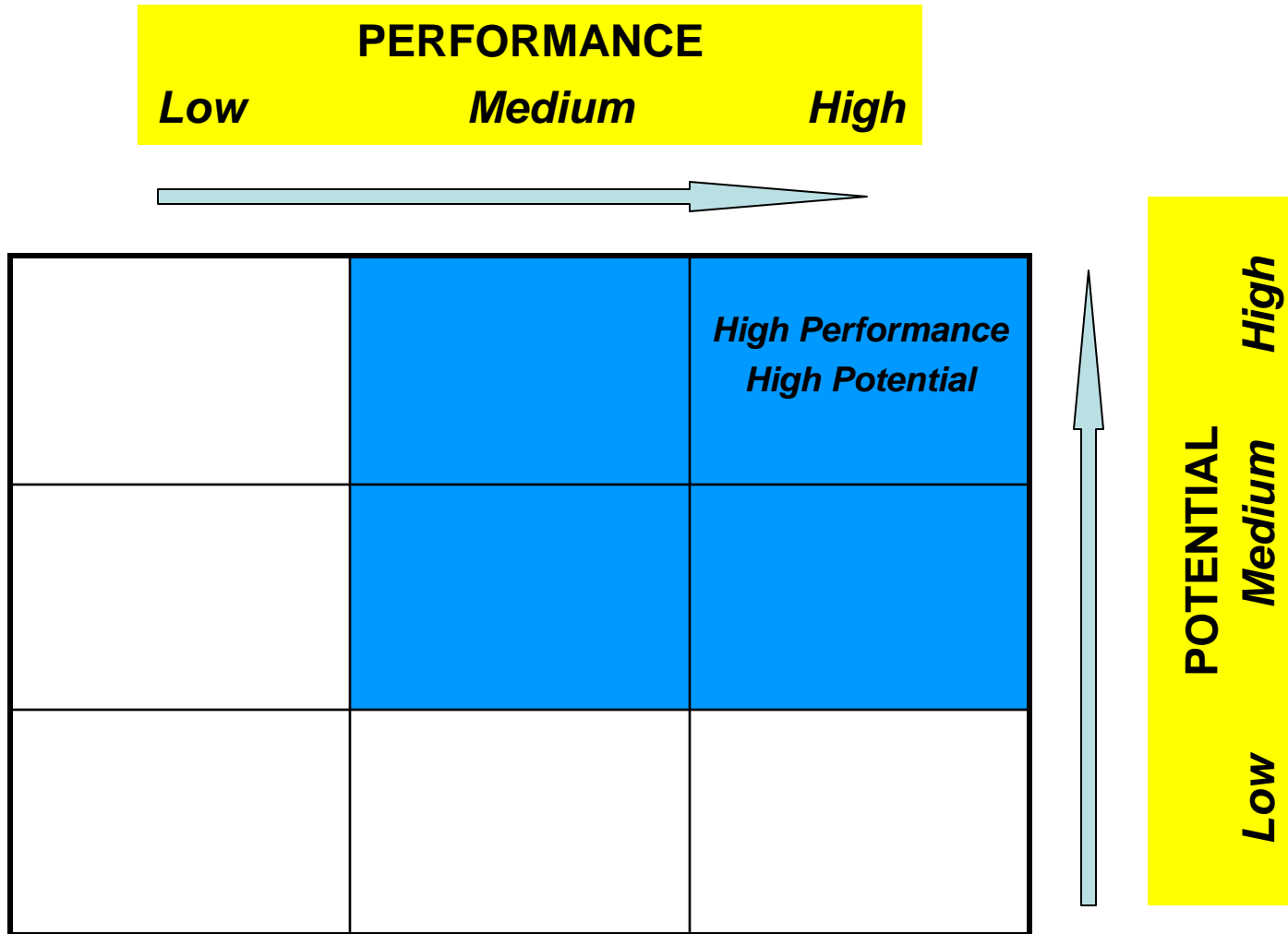


Talent Review – “9-Box-Grid



9-Box Grid Overview

- The 9-box grid is a commonly used tool to aid in a discussion of employee strengths and development needs.
- It is often used in a group setting. Managers collectively review current performance and future potential of a specific segment of their workforce. These multiple perspectives provide a a balanced view of an employee's skills and growth areas.
- The grid can also be used as a planning tool by an individual manager.
- The 9-box grid is the end-product of a larger talent management process in which leaders identify organizational needs and critical job roles and capabilities (see next page).
- Proactive leaders use the outcome of a talent review to initiate development discussions and implement development plans.

Talent Review Process

PLANNING	<ul style="list-style-type: none">• Discuss purpose and benefits• Review expected outcomes• Clarify process, time commitment, ground rules
WORK CONTEXT	<ul style="list-style-type: none">• Set work environment context• Identify strategy, challenges, opportunities• Summarize priority goals, work, projects
CRITICAL JOBS / TASKS	<ul style="list-style-type: none">• Determine scope of roles / tasks for discussion• Brainstorm knowledge / skills / attributes needed• Identify employee population for review
BENCH STRENGTH REVIEW	<ul style="list-style-type: none">• Group discussion of key talent• Review performance and potential for staff• Identify readiness for future roles or assignments• Discuss strengths and development needs
DEVELOPMENT PLANNING	<ul style="list-style-type: none">• Brainstorm development assignments• Recommend training / education• Consider informal mentoring, peer learning• Plan development discussions• Identify any programmatic solutions
FOLLOW-UP	<ul style="list-style-type: none">• Share feedback on development discussions, assignments, initiatives