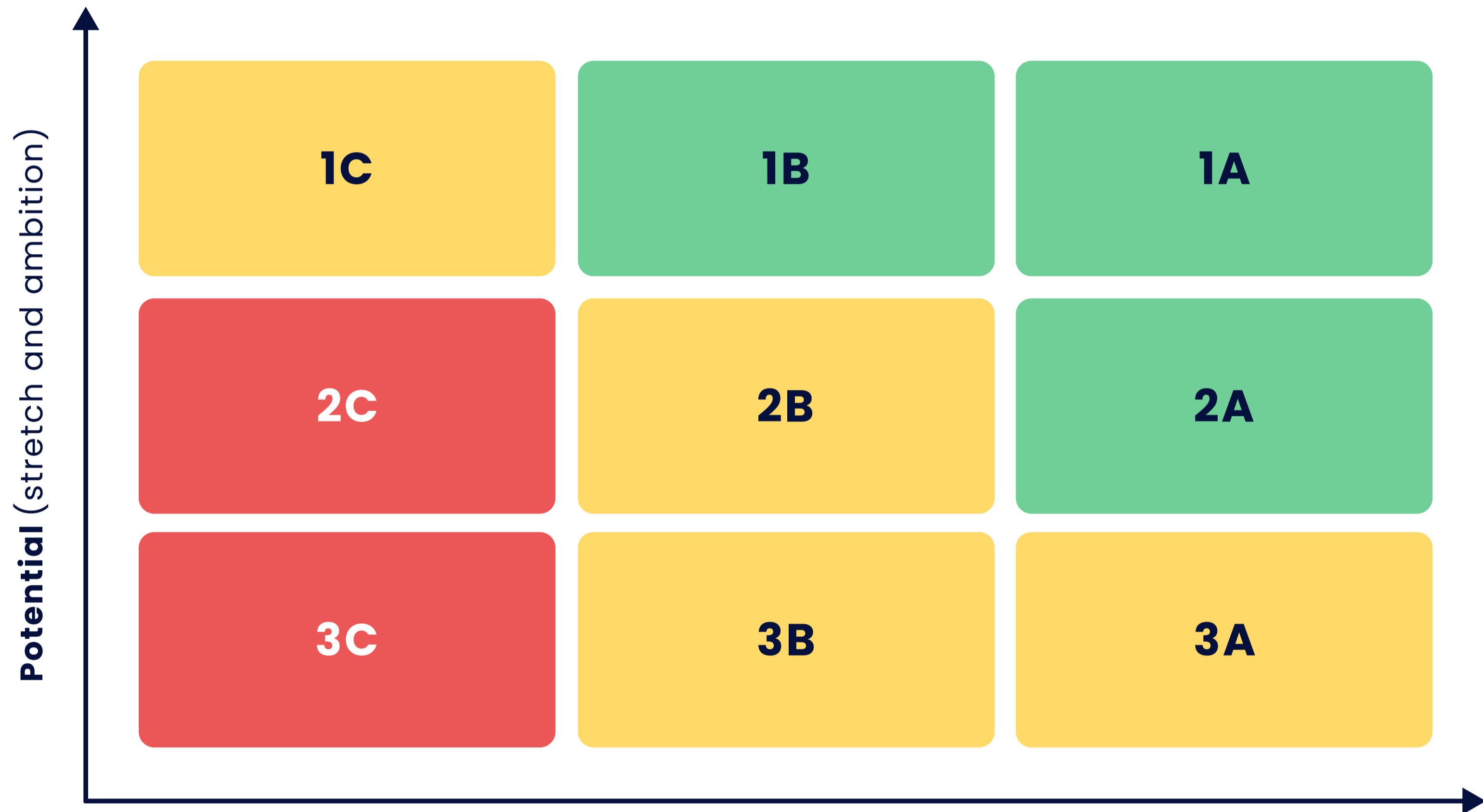My People Strategy

Developing your people - evidence for performance and potential

This grid is where you will plot current staff members by performance and potential using the documents on the following page.

Potential (stretch and ambition)

1C	1B	1A
2C	2B	2A
3C	3B	3A

Performance (track record and behaviours)

🔴 **Underperformer**
Rigorous performance management required.

🟡 **Key players**
Performance focus to continue adding value.

🟢 **Identified Potential**
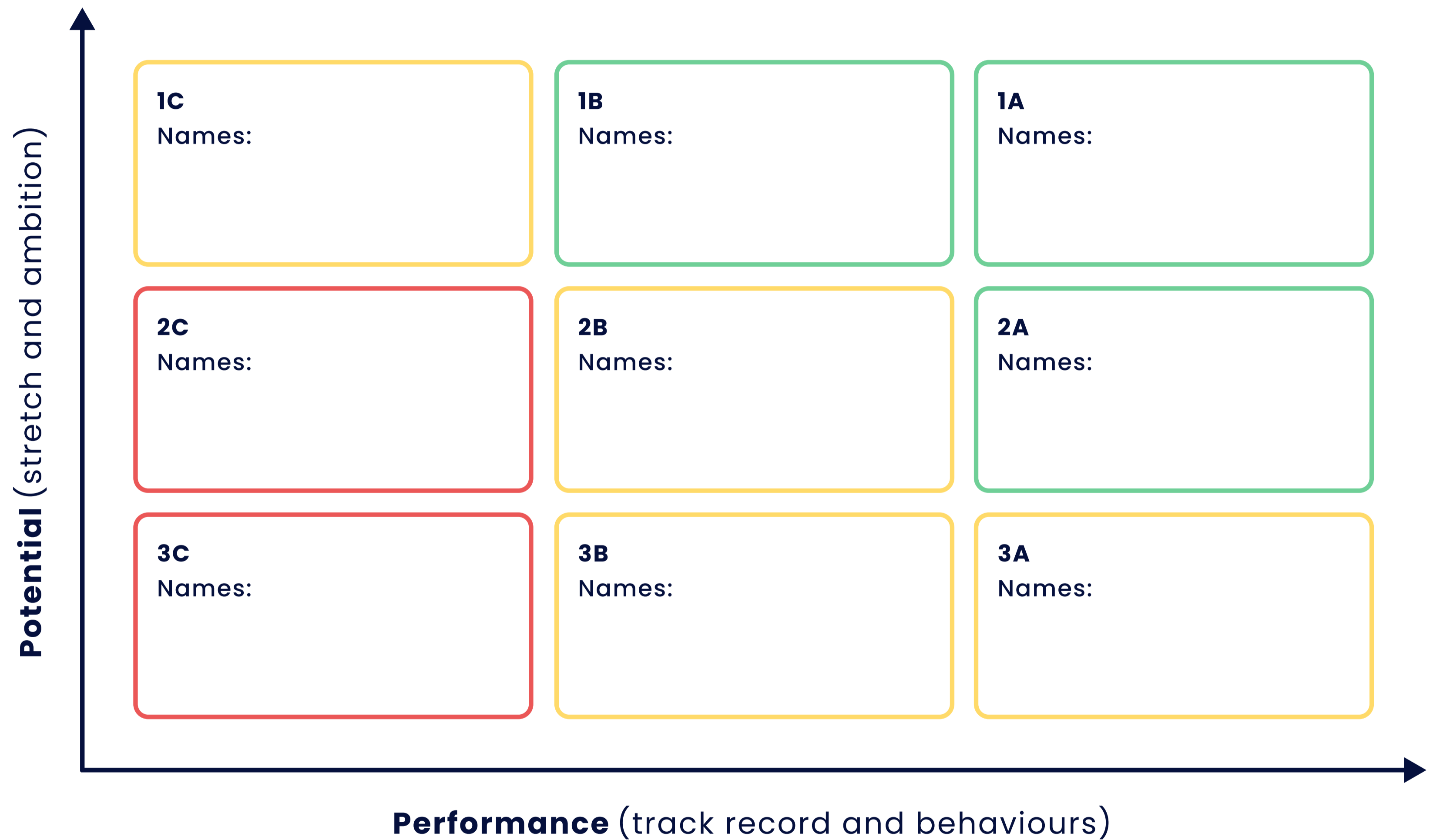Focus on accelerated development.

Use the following questions to rate staff members by performance and potential. There will inevitably be subjective views and using your answers decide whether their performance and potential are rated High, Medium or Low.

You can use this to arrive at the MAT's current position and follow up over time with an informed discussion with each staff member.

As a guide a score of 5 or 6 is high, 3 or 4 medium and 1 or 2 low. Use this to plot on each axis on the 9 box grid on the next page.

Performance	Yes / No
Have they consistently delivered the outcomes expected of them?	
Do they effectively contribute to the performance and development of their immediate department or function?	
Do they look to drive school improvements beyond their department or function or that have a whole school impact?	
Do they demonstrate an awareness of the school values and would you describe them as a role model within your school?	
Do they hold themselves and others to account and accept responsibility for any mistakes they make (they look in the mirror when things go wrong)?	
Do they give time willingly when needed and ensure they make a fair contribution, including volunteering for extra-curricular or other important activities?	

Potential	Yes / No
Could they perform at a higher level, in a different position or take on increased responsibilities (consider the person's ability only and not their ambition or whether there will be a position available)?	
Is the school / MAT likely to value the growth of their skills and competencies over the next 5 years?	
Could they learn the additional skills and competencies needed to perform at a higher or different level (consider cognitive ability and their likely attitude to progress quickly)?	
Do they demonstrate they have a clear vision for their future career progression?	
Have they asked for and/or voluntarily taken on additional responsibility within the last 12 months?	
Are they looking for promotion within the next 24 months?	

Talent, Successions and Performance Grid

Potential (stretch and ambition) →

Performance (track record and behaviours)

1C Names:	**1B** Names:	**1A** Names:
2C Names:	**2B** Names:	**2A** Names:
3C Names:	**3B** Names:	**3A** Names:

● **Underperformer**
Rigorous performance management required.

● **Key players**
Performance focus to continue adding value.

● **Identified Potential**
Focus on accelerated development.

You can also list staff and their scores for the school and MAT on this and the following sheet.

School Talent and Succession Planning

Name	Job Title	Grid Score	Potential (Low, Medium, High)	Performance (Low, Medium, High)	Promotion Readiness (Now, Within 12 months, soon 1 – 3 years, future 3+ years)	Leaving Risk (Low, Medium, High)	Loss Impact (Low, Medium, High)

Trust Talent and Succession Planning

School	Name	Job Title	Grid Score	Potential (Low, Medium, High)	Performance (Low, Medium, High)	Promotion Readiness (Now, Within 12 months, soon 1 – 3 years, future 3+ years)	Leaving Risk (Low, Medium, High)	Loss Impact (Low, Medium, High)

Do they show the likely behaviours for their profile?

You can use the grid below to check on the likely behaviours so you are confident that staff members are in the right box.

1C Likely Behaviour

- Shows inexperience but exhibits school / Trust values.
- Lack of competence in some areas.
- Over-pressured / stressed
- Overwhelmed with tasks / work.
- Poor organisation skills.

1B Likely Behaviour

- Keen & enthusiastic to try new things.
- May not optimally utilise others.
- Detail focused.
- Prefers familiar challenges.
- Intuitive decision maker.

1A Likely Behaviour

- Self-motivates / initiating.
- Helpful & co-operative.
- Effective & focused problem solver.
- Wide networker & communicator.
- Big picture focus.

2C Likely Behaviour

- Sets personal & team targets at local level.
- Works at slow or steady pace.
- Less prepared to get hands dirty.
- Some missed goals & deadlines.
- Potential attitude of self-interest.

2B Likely Behaviour

- Keen & enthusiastic to try new things.
- May not optimally utilise others.
- Detail focused.
- Prefers familiar challenges.
- Intuitive decision maker.

2A Likely Behaviour

- Self-motivates / initiating.
- Helpful & co-operative.
- Effective & focused problem solver.
- Wide networker & communicator.
- Big picture focus.

3C Likely Behaviour

- Negative attitude at times.
- Evidence of poor relationships.
- Conflict / antagonism towards specific people.
- Low morale / self-esteem.
- Over tolerant of mediocrity.

3B Likely Behaviour

- Overly 'traditional' thinking.
- Low levels of initiative.
- Precious about personal knowledge.
- Directive or autocratic style.
- Prone to micro-management.

3A Likely Behaviour

- High personal work ethic.
- Low ability to or need to delegate.
- Task focused (possibly at the expense of relationships.
- 'Silo' work area focused.
- Too little communication.

Potential (stretch and ambition)

Performance (track record and behaviours)

My People Strategy

Thank you for downloading the People Strategy Template

If you would like a digital solution to massively speed up the process of reviewing and identifying your staff and developing your succession and talent plan, or you would like a short consultative meeting to review the template, answer questions and better enable you to manage this process yourself, please use the link below to book a meeting at a time to suit you.

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https://calendly.com/my-people-strategy/demo

If you have any questions please contact
support@mypeoplestrategy.com