

Investors in People and The McQuaig System™ - working together to deliver high performance from your employees.



<u>Investors in People</u> award is an external recognition of the commitment of the company to its people. This is demonstrated by the way in which:

- it plans employee development
- actions the employee development
- continuously evaluates the effectiveness of that development to ensure the Business continually develops and grows alongside its employees.

It provides customer(s) with confidence that the employees of an organisation have the knowledge, skills and *behaviours* to deliver and meet the customer's expectations and requirements.

Even if you do not intend to 'apply' for IiP status, the framework is a best practice guide to 'managing your people' successfully, delivering high levels of personal commitment and involvement from your employees.

In total there are 10 Indicators requiring 39 evidential requirements. The McQuaig System™ will support, in some areas, these requirements and provide the evidence of successful delivery. What follows is a breakdown of the different indicators of the standard and where The McQuaig System™ adds value.

1 A strategy for improving the performance of the organisation is clearly defined and understood.

As part of the organisations performance management strategy use of The McQuaig System™ will ensure the 'right' people are in the 'right' jobs and are supported in delivering performance improvements.

The McQuaig Job Survey® defines the 'successful' behaviours of the job. The McQuaig Word Survey® describes the behavioural performance of the employee, matched to the job. Finally The McQuaig Self Development Survey® identifies an effective development strategy and plan for the employee in not only delivering in the current role, but potential for future opportunities.





2 Learning and development is planned to achieve the organisation's objectives.

The McQuaig Self Development Report® and its action plan is real evidence of the organisations commitment to the learning and development of its employees and meeting the learning and development needs of the organisation.

The Self Development Survey® is a day to day practical tool to use, and can be used in its entirety to identify personal action plans, or integrated into any existing company wide system.

3 Strategies for managing people are designed to promote equality of opportunity in the development of the organisation's people.

The McQuaig System™ Tool kit, as an integrated part of the company's performance management processes, will help create an environment where everyone is encouraged to contribute ideas to improve their own and other people's performance.

The McQuaig Self Development Survey®, alongside the McQuaig Job Survey® will identify different needs of the individual to develop and improve their performance. With everyone in the team completing the surveys, the line management will be able to identify team profiles and team development needs.

This results in personal commitment to the organisation and employee perceptions that managers are genuinely committed to making sure everyone has appropriate and fair access to the support they need. There is equality of opportunity for them to learn and develop which will improve their performance.

4 The capabilities managers need to lead, manage and develop people effectively are clearly defined and understood.

The McQuaig System™ tool kit will enable the organisation to describe the behaviours managers need to lead, manage and develop people effectively.

- The McQuaig Job Survey® clearly defines the 'right' behavioural profile for the managers role
- The McQuaig Word Survey® the individual managers behavioural profile,
- The McQuaig Self Development Survey® plans will enable individual managers to identify personal actions to maximise their strengths as managers, and the areas for development.





5 Managers are effective in leading, managing and developing people.

With the full integration of The McQuaig System® tool kit managers will be able to effectively explain how they are effective in leading, managing and developing people. The reports and action plans provide examples of how to give people constructive feedback on their performance regularly and when appropriate.

Employees, using the reports and action plans, can explain how their managers are effective in leading, managing and developing them, giving examples of how they receive constructive feedback on their performance regularly and when appropriate.

6 People's contribution to the organisation is recognised and valued.

With the full integration of The McQuaig System[™] tool kit managers will be able to effectively give examples of how they recognise and value people's individual contribution by using The McQuaig Word Survey® and Self Development® Reports as practical tools in the development of the individual.

7 People are encouraged to take ownership and responsibility by being involved in decision making.

Managers, in using The McQuaig System[™] tool kit, will promote a sense of ownership and responsibility within the individuals in the team, and at team level as well.

The McQuaig Self Development® Report and action plan encourages Individual team members to take responsibility and ownership for their own development, delivering improvements in self-awareness and confidence. This contributes to them being more involved in decision-making at both team and company level.

8 People learn and develop effectively.

As part of the company's performance management process The McQuaig System™ tool kit, especially the Self Development® Report and action plan will enable managers to describe how they make sure people's learning and development needs are met.

The individual team members will be able to describe how their learning and development needs have been met, what they have learnt and how they have applied this in their role.

The McQuaig Job Interview Guide, The Job Survey® and The McQuaig Word Survey® will ensure new employees are inducted successfully into their new roles and into the organisation helping them to perform effectively quickly.





9 Investment in people improves the performance of the organisation.

The McQuaig System™ is a cost effective and practical element in the ongoing learning and development of the people within the organisation, and therefore the learning and development of the organisation.

10 Improvements are continually made to the way people are managed and developed.

The McQuaig System™ tool kit will deliver improvements in the performance of the individual and in the way the line manager delivers improvements to the organisation through effective people management. Using the System in a continuous process delivers ongoing improvements in personal performance, career progression and organisational development and growth.

The McQuaig System & Performance Management





