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Services Offered

How you can expect us to deliver service:

- We follow proven scientific processes
 - We partner with you
- We link up with other specialists when necessary
 - We build long-term relationships

1. Executive Selection

“You are only as good as the people you hire” – Ray Kroc, founder of McDonald’s Corporation.

We tailor a selection **process** to suit the need of **your** company. We also ensure compliance to current, relevant labour legislation.

In a typical approach we:

- Determine your need
- Select the appropriate instruments and methodologies to suit your need
- Design a process to suit your need
- Implement the agreed process
- Determine the process’ effectiveness

2. Assessment Centres

“A wrong appointment can never be trained right”

Depending on the position requirements, we select instruments to use during an Assessment Centre that will enable us to select the most suitable individual(s) for your particular company.

The duration of an Assessment Centre will depend on the instruments used. The deliverables are also negotiated with you.

Typical instruments used:

- Simulations
- Psychometric Tests
- Questionnaires
- Interviews

3. Development Centres

“A dancer cannot know whether he dances well.” Burkina Faso proverb

The purpose of a Development Centre is to objectively identify a delegate’s current areas of strength and areas requiring development. This is done by using various instruments. The choice of instruments are determined by your company’s needs.

You can also choose between a more traditional Development Centre where delegates get feedback after the Centre, and a Collaborative Centre where delegates receive continuous feedback and coaching during the Centre.

Delegates usually receive a comprehensive Development Plan to help them strengthen areas pinpointed for development. The implementation of this highly individual and personalised plan is monitored on a regular basis. On successfully completing a Development Plan, the delegate may choose to attend another higher level Centre or to attend a Parallel Centre. When a delegate attending a Parallel Centre complies with the requirements for certain minimum criteria, the delegate receives credits towards an **NQF Accredited Qualification**.

The deliverables of a Development Centre are tailored to your needs.

Levels of Development Centres:

- First Line Managers Level
- Middle Managers Level
- Senior/Executive Managers Level

“Start with what you know and build on what you have.” – Kwame Nkrumah, first president of Ghana

4. Functional Centres

“Knowledge is like a garden: if it is not cultivated, it cannot be harvested.” – Guinean proverb.

Through attending Functional Centres, specifically designed to your company’s unique environment, specialists in line functions such as Sales and Marketing or Human Resources, can get a snapshot of their current areas of strengths and areas needing further development.

Development Plans unique to each individual can be drawn-up to ensure that each person in your company has an active development plan.

5. Simulation Design

“If we have intelligence, imagination, and the ability to dream, things can happen.”
– Graça Machel (Ebony, May 1997)

Simulations are powerful instruments to elicit **behaviour** linked to specific competencies that are important for job success. Simulations can be used during selection processes, as well as during training and development interventions. But designing Simulations to ensure the needed behaviour will be elicited requires specialist knowledge and time.

We can design Simulations for you!

6. Centre Design

“Everything should be made as simple as possible, but not simpler.” – Albert Einstein.

Centres, whether used for selection or development purposes, need to be designed in such a way that the instruments used are logical and cost effective. When designing Centres the design logic followed will either enhance or hamper the subsequent research needed to validate the Centre. We can design Centres for you that are logical, cost effective and enhancing validation research.

We use a scientific and therefore proven methodology in the design of a Centre. The approach we follow includes four phases:

Phase One: Analysis

Phase Two: Design

Phase Three: Roll-out

Phase Four: Research

The deliverables of Centre Design are negotiated with you.

7. Psychometric Testing

“Hope is a waking dream” - Aristotle

Allocating bursaries or learnerships for further studies can be a daunting task. Although you might want to give everyone the opportunity to further themselves, the resource limitations of the company force you to allocate the bursaries or learnerships to those complying with certain criteria. Using Psychometric Instrument results as part of your selection process can give you valuable information regarding ability, potential, and personality.



Depending on your selection criteria, we choose instruments that will deliver cost effective results to you. The specific deliverable is also negotiated with you.

“Education is the best provision for old age” – Aristotle.

8. Career Guidance

“Choose a job you love, and you will never have to work a day in your life.” - Confucius

Do you have to choose a career, but do not know where to start? Or do you find yourself at a cross roads in your current career – not knowing where to go from here? Then Career Guidance might help you. Through a specifically tailored process we help you discover various options to choose from.

Typical process followed:

- Initial exploratory discussion
- Use of various instruments
- Discussions regarding results and agreeing on an action plan
- Implementation of the action plan
- Monitoring of the action plan

9. Development Consultation

“I will prepare, and some day my chance will come” – Abraham Lincoln

Designing a process of development and growth, whether for an individual or for an entire company, is one of the most important Knowledge Management activities. We can help you design the blueprint for an integrated growth process that will deliver the needed competencies on time in a cost effective manner.

10. Team Interventions

“By design and by talent,” wrote basketball player Bill Russel of his team, the Boston Celtics, “We were a team of specialists, and like a team of specialists in any field, our performance depended both on individual excellence and on how well we worked together. It is not friendship – it’s a different kind of relationship. A group of people function as a shoal (aligned). In jazz terms – being in the groove.”

Getting a team of diverse people to be “in the groove” is always a challenge. We discuss with you your visions of what needs to be achieved and through using various techniques, and also making a number of recommendations, we enhance the team’s functioning.



11. Culture Audits/Climate Surveys

“The purpose of development is man. It is the creation of conditions, both material and spiritual, which enable man the individual, and man the species, to become his best.” – Julius Nyerere (16 October 1970).

The organizational environment in which an employee works is still an important factor influencing the employee’s job satisfaction and motivation. Through a Culture Audit a picture can be obtained of your company’s culture. By using follow-up Climate Surveys changes in the Culture can be monitored and action plans compiled to create the work environment where every employee can be productive.

Typical approach followed:

- Determination of your need and agreement about deliverables
- Using Quantitative instruments
- Using Qualitative instruments
- Compiling action plans
- Implementing action plans
- Monitoring implementation