



Post-hire

- Objective:** Consists of 18 self-paced, self-improvement programs designed to help managers improve their performance. The SkillBuilder Series is a companion to the CheckPoint 360° Competency Feedback System, offering managers the opportunity to develop the competencies that are most important to their professional growth and success.
- Measures:** The SkillBuilder Series is an organized, self-paced, self-study professional development system that requires minimal HR effort. It contains thoroughly researched material that helps managers improve performance in all of the following competencies:
- Listening To Others
 - Processing Information
 - Communicating Effectively
 - Instilling Trust
 - Building Personal Relationships
 - Delegating Responsibility
 - Adjusting To Circumstances
 - Thinking Creatively
 - Providing Direction
 - Facilitating Team Success
 - Working Efficiently
 - Working Competently
 - Taking Action
 - Achieving Results
 - Cultivating Individual Talents
 - Motivating Successfully
 - Displaying Commitment
 - Seeking Improvement
- Used For:** Professional development of leaders' targeted competencies.
- Process:** After managers have used the CheckPoint 360° Competency Feedback System to identify their strengths and areas for development, they can use the CheckPoint SkillBuilder Series to develop the competencies that are most important to their professional growth and success. The CheckPoint SkillBuilder Series is conveniently located on the Internet, making it easy to implement and execute.
- Time to Take:** 30 minutes for each participant providing feedback; compiled results sent immediately to manager via email. Managers then complete their personal SkillBuilder at their own leisure over a few weeks or months.
- Report:** Customized Self-Improvement Report that is a plan of action for professional development
- Administration:** Available exclusively on the Internet