

Organizational Review Worksheet

PSYCHOLOGICAL COMPETENCIES AND DEMANDS

DESCRIPTION: In a work environment where psychological competencies and demands are not a health risk, employees are continually supported to meet the psychological demands of their position.

What are the potential benefits of effectively addressing psychological competencies and demands?

- Enhanced performance and overall productivity
- Greater job satisfaction
- Increased retention of talent
- Reduction in stress and absenteeism

What information may be helpful to refer to or collect?

- Recruitment and selection procedures
- Current job descriptions
- Employee feedback, suggestions, meeting records, and exit interviews
- Personnel testing results
- Performance evaluation results
- Complaints and grievances
- Sick days and disability by job role
- Turnover by job role

Consider the extent to which the following are happening:

- Detailed job descriptions that include interpersonal and emotional competencies required for the job
- Comprehensive hiring processes, such as competency based and behavioral interviews
- Providing a mentor for employees new to the role
- Promotion decisions that consider employees' interpersonal and emotional competencies
- Job analyses that identify interpersonal and emotional competencies and demands
- Orientation and ongoing training for the relevant interpersonal and emotional competencies
- Opportunities for alternate positions in cases of poor job fit

Please respond to the statements below with respect to your workplace:	Always	Often	Sometimes	Rarely	Never
1. Management appointments consider the "people skills" necessary for specific positions.					
2. Work does not present a threat to any employee's psychological health.					
3. Work does not compromise the values or morals of any employee.					

Do issues related to psychological competencies and demands present a greater risk to particular groups of employees? For example, newer employees, certain job roles such as supervisors, shift-workers, immigrants, remote workers, etc.

What are the strengths in your workplace? What do you already do well and want to continue to do in terms of developing psychological competencies and aligning that with the demands?

What could your workplace do to develop psychological competencies and align that with the demands?

If there is a difference between the organizational review score and the survey score, what may be contributing to the difference in perception between employees and the leaders who did the organizational review?

Is further action required in this area? Yes No

If yes, see [Evidence-based actions](#) for psychological competencies and demands.