



## **SELECTION CONSULTATION**

Selection Consultation by KRH Consulting is a service designed to assist an organization in selecting key personnel who are the right fit for a particular position.

Although always tailored to the needs of the organization and the specific position to be filled, typically the process includes the following phases:

### **I. ORGANIZATION PROFILE**

The consultant conducts a study of the organization to identify pertinent background information regarding the company's culture.

### **II. POSITION SPECIFICATIONS**

The consultant, along with company representative(s), develops a profile of the factors that are key to success in the position.

### **III. PROCESS DESIGN**

Details of the selection process are established to include:

Participants – Representatives of the groups impacted by the new hire are identified for involvement in the process.

Procedures – Appropriate measures such as interviews, tests, work samples, demonstrations and references are selected.

Time Lines – Specific steps, sequence of events and time lines are established.

### **IV. SELECTION PROCESS**

The process is implemented as agreed with the consultant facilitating and monitoring progress to the point of decision by company officials.

### **V. EVALUATION**

After the selection is made, the consultant evaluates the effectiveness of the process by gathering follow-up data and provides direction for future selections. The consultant also monitors the performance of the newly hired person through the first year.