



## The McQuaig System™ Certification Program Level 1



### LEARNING OUTCOMES:

Participants will attain a solid understanding of how to use The McQuaig System™ to create job profiles, select, motivate, coach, develop and retain talent. They will learn best practices for incorporating assessment into the Talent Management Process.

### AGENDA

**Introduction:** Understanding temperament and how it impacts the way we do our jobs and interact with our co-workers.

**Workshop:** Defining 4 Key Behaviour Scales measured by The System:

Dominant	↔	Accepting
Sociable	↔	Analytical
Relaxed	↔	Driving
Compliant	↔	Independent

**McQuaig's Three-Step Process:** Define the Job, Assess the Candidate, Retain Top Performers

#### Overview of Profile Types:

Typical profiles that lead to success in sales, leadership, technical & administrative positions.

#### Determining Job Requirements

Use The McQuaig Job Analysis® and The McQuaig Job Survey® to profile a specific job  
Job Profiling and Job Benchmarking: Do's & Don'ts

#### Assessing Candidates: The McQuaig Word Survey® Overview

Interpreting The Word Survey: The *Real/Situational*, *Stretching*, *Holding Back*  
Measuring Job-Fit and Integrating The McQuaig System™ into The Interview Process  
Best practices on Administering The McQuaig System™ and Providing Feedback

#### Retaining Talent and Building Effective Teams:

Improving the Onboarding Process  
Motivating Employees, Managing Conflict & Improving Communication

#### Understanding Yourself: The McQuaig Self-Development Survey®

Making the most of your strengths and understanding your developmental areas.  
Using The SDS for career development and performance management.

The cost is \$595 plus GST per person.