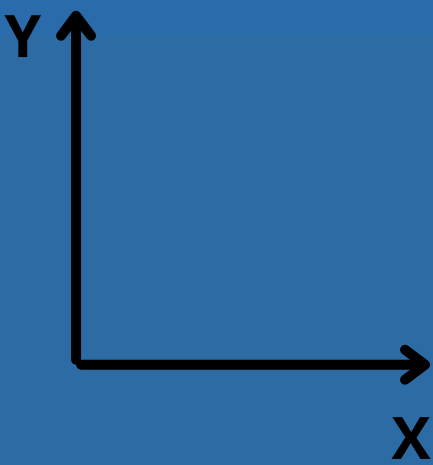


USING A 9-BOX GRID FOR PERFORMANCE REVIEWS

WHAT IS A 9-BOX GRID?

A 9-box grid is a matrix tool used to determine employee performance and potential using an X-Axis & a Y-Axis.



WHAT DO THE AXES REPRESENT?

The horizontal axis is performance, measured by regular performance reviews. The vertical axis is potential, referring to an individual's potential to grow one or more levels in a managerial or professional capacity.

WHY USE A 9-BOX GRID?

A 9-box grid allows companies to easily access an employee's performance and potential to see how they are doing now versus how well they are likely to perform in the future. It also helps determine where development may be needed.



WHAT DOES A 9 BOX GRID LOOK LIKE?

NEEDS COACHING Effective performance, but due to newness to organization, needs coaching.	EMERGING LEADER Does extremely well at current job with potential to do more; give stretch assignments to help prepare for next level.	LEADER Consistently performs well in a variety of assignments. Superstar employee. Big picture thinker. Problem solver. Self motivated.
QUESTIONABLE FIT With coaching, could progress within level. Focus on stretch goals for this employee.	SOLID CONTRIBUTOR Seasoned professional capable of expanded role, but may be experiencing problems that require coaching and mentoring.	UTILITY PRO Current role may still provide opportunity for Growth/Development. Focused on tactical; focus should be on helping improve strategic thinking.
MARGINAL Consider re-assignment, reclassification to a lower level, or exit from the organization. Coach up or out.	QUESTIONABLE FIT May be considered for a job enlargement at the same level, but may need coaching in several areas, including people management.	EXPERIENCED PROFESSIONAL Experienced high performer but has reached limit of career potential. Still a valuable employee and can be encouraged to develop communications and delegation skills.