

URS

2017 MSFC COSS







5 W's (+H) of a Successful Needs Assessment

- What is a needs assessment?
- Who is involved?
- When is the right time?
- Why is this necessary?



- Where could challenges emerge if not completed successfully?
- How to execute the assessment successfully...

Who is involved?

Protégé

- Identify weaknesses and areas of need
- Implementation



Mentor

- Provide guidance in identification of the weaknesses
- Transform weaknesses into areas of assistance
- Further improve the quality or value of the protégé

What is a Needs Assessment?

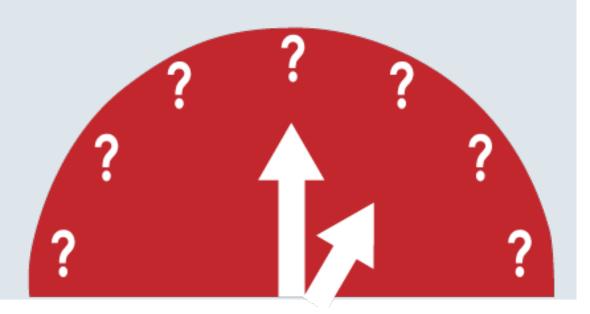
- Foundation of your agreement
- Systematic process for determining needs
- Distinguishes between current conditions and desired conditions





When to complete a Needs Assessment?

Prior to formalizing the agreement



Why do you need to complete a needs assessment?

- To outline specific developmental needs of the protégé
- To determine if the mentor and protégé are a good fit



Where could challenges emerge?

- More work that results in no value—Time is Money
- Unclear expectations
- Lack of direction
- Lack of goals



How to execute a successful Needs Assessment?

- ✓ Commit to a successful partnership
 - Both parties are responsible for making the agreement successful
- ✓ Communicate
 - Communication is the #1 key to success
- ✓ Identify the strengths and weaknesses/ areas of assistance
- ✓ Plan Ahead
- Remember: Your Needs Assessment is the foundation of your agreement!!
- ✓ Work together as a team!! Teamwork Equals Success!! "Team Work Makes the Dream Work" John C. Maxwell



