

# Guiding Principles

## AGENCY ASSESSMENT

### PRINCIPLE 1: CULTURE

Does the training director have direct access to executive leadership?

YES

NO

Does the training environment allow for mistakes without negative repercussions?

YES

NO

Does agency leadership show training is a priority with words and action?

YES

NO

Is the learning environment optimal and conducive to learning?

YES

NO

Does the sequence and content of courses build on each other to prioritize knowledge retention?

YES

NO

Is there an option to test out of mastered topics?

YES

NO

## PRINCIPLE 2: COURSE CONTENT

Are adult learning principles integrated in all curricula?

YES

NO

Are subject matter experts utilized in development of course content?

YES

NO

Do courses include real life scenerios to practice skill development?

YES

NO

Is course content relevant and current and of a sufficient duration for skill aquisition?

YES

NO

Does course content balance risk reduction and risk containment?

YES

NO

Are barriers to focusing on correctional needs eliminated?

YES

NO

## PRINCIPLE 3: ONBOARDING

Is the agency mission integrated in course content?

YES

NO

## PRINCIPLE 3: ONBOARDING, CONT.

Is there a structure job shadowing process?

YES

NO

Is there a structured OJT training process?

YES

NO

Is there a training for OJT coaches?

YES

NO

## PRINCIPLE 4: HR PARTNERSHIP

Are core competencies developed and utilized in training?

YES

NO

Is a current job task analysis used to inform recruitment, performance management, and retention efforts?

YES

NO

Is performance management introduced in basic training?

YES

NO

Is wellness introduced and supported in basic training?

YES

NO

Does the agency have a multi-level leadership development program?

YES

NO

## PRINCIPLE 5: TRAINING EVALUATION

Is there robust multi-level evaluation of training?

YES

NO

Has a cost-benefit analysis been developed for training?

YES

NO

Are trainers consistently evaluated?

YES

NO

## PRINCIPLE 6: INNOVATION

Does the training delivery model align with the agency mission?

YES

NO

Is technology leveraged to include blended learning?

YES

NO

Is training based on current research?

YES

NO

List the top three  
areas marked NO.

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What is one thing YOU can do for each of the areas identified above?

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Develop a concise message for your Director to share about the identified priority areas for your agency.

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