

READY NOW GROW IN ROLE PROCESS

Step 1: Answer Ready Now- Grow In Role question in Workday (Q2 performance task)

Step 2: Leaders answer Ready Now- Grow In Role question in Workday (Q2 performance task) for each employee

Step 3: Leaders circle back with employees to share and hear perspectives on choice then submit task.

Step 4: Leaders receive Ready Now- Grow In Role Summary Report

First Name	Job Family	Employee Assessment	Employee Comment	Manager Assessment	Manager Comment	Aligned during review?	Manager Assessment During Calibration
Lisa	Operations					No	Ready now
DeRhonda	Operations	Ready Now	I am transition into a new career path	Grow in Role	I believe that this employee should grow in role before expanding into a new role.	No	Ready now
Shaun	Operations					No	Ready now
Melissa	Operations	Grow in Role	TESTING	Grow in Role	TEST	Yes	Ready now
Gerald	Risk Management					No	Ready now
Diana	Operations	Ready Now	I am ready			No	Grow in role
Tina	Operations					No	Grow in role
Yvette	Operations					No	Grow in role

Step 5: Talent acquisition receives Ready Now report to begin reaching out to employees to ascertain interests and skillsets. Note: Communications will only go to those who along with their leader selected Ready Now in the Workday performance task.