



What to expect of a workplace assessment

Employers will request a workplace assessment when they are not sure whether to undertake mediations, investigations, workplace performance management, training, group facilitation or some other intervention. The Assessor will come and interview staff, identify key themes, and recommend interventions to address the issues.

IF YOU HAVE BEEN ASKED TO PARTICIPATE IN A WORKPLACE ASSESSMENT

It means that you may be asked to participate in an interview with an external consultant who will ask you about your experience at work. This is a non-punitive intervention intended to assist the employer and the employee work out what their options are moving forward.

WHAT TO EXPECT

To prepare for your interview, it is best to think about the specific issues and circumstances of your workplace environment. Perhaps consider the type of work, the environment you work in, whether there have been any changes, how you feel about your role, the results that you are achieving, the barriers to achieving better results and the relationships in your team. Think about what would improve the relationships and workplace environment.

CONFIDENTIALITY

It is important to maintain confidentiality. That means refraining from discussing what we talk about to the broader team to avoid contaminating and spreading conflict. You can access your EAP for support and discuss with your family for your emotional wellbeing.

OUTCOME

The interviewer will consolidate all the information and identify any risks to the employer, or the employee and recommend options for the employer to consider progressing the matter. This may involve looking at training opportunities, team building, coaching, formal instructions, performance management, investigations or other formal intervention.