

COMPETENCY ASSESSMENT & INTERVIEWING

1-DAY PROGRAM SYLLABUS

How to assess real competence

Open enrolment OR

Tailored in-house delivery

Certification options

ORGMASTR MASTERCLASS SERIES



ORGMASTR



A practical masterclass for HR professionals, hiring managers, and assessment leads who want stronger interview questions, better evidence, and more disciplined judgement.

PROGRAM OVERVIEW

A practical masterclass in evidence-based assessment

Competency-based interviewing is widely used, but often weakly executed. Questions become generic, probing becomes inconsistent, and scoring drifts toward impression rather than evidence. The result is subjectivity in selection, promotion, and assessment decisions.

This masterclass strengthens the practical discipline of competency assessment through interviews. Participants learn what competencies actually are, how to distinguish them from qualifications, knowledge, or outcomes alone, and how to assess them with greater rigor.

The program combines a concise conceptual foundation with practical application. It is designed for real organizational use: practical, efficient, and suitable for both open enrolment and tailored in-house delivery.

Why this program matters

Good competency assessment is not just an interview skill. It is a standards issue. It affects hiring quality, fairness, internal confidence, promotion discipline, and the credibility of organizational judgement.

ORGMAS^{TR} MASTERCLASS SERIES



PROGRAMME AT A GLANCE

Format	1-day masterclass
Delivery	In person
Audience	HR professionals, line managers, hiring managers, panel members, OD/L&D practitioners
Focus	Interview design, probing, evidence assessment, scoring, bias control, panel cohesion
Suitable for	Recruitment, promotion, internal mobility, leadership assessment, assessor development
Recognition	Certificate of participation or assessed certification options



LEARNING OUTCOMES & CURRICULUM

From concept to applied interview judgement

LEARNING OUTCOMES

- Explain competencies clearly and distinguish them from KSAOs, credentials, and outcomes.
- Design stronger competency interview questions linked to real evidence requirements.
- Probe more effectively for context, ownership, action, judgement, and result.
- Recognize weak, partial, inflated, or ambiguous evidence in candidate responses.
- Capture more useful evidence and apply scoring with greater consistency.
- Improve interviewer and panel practice through stronger calibration and judgement discipline.
- Introduce higher caliber and standardized assessment skills throughout managers and teams.

CORE CURRICULUM FEATURES

Positioning Competencies

What competencies are, and are not, in the performance pathway.

Designing Better Questions

Turn competencies into usable prompts and evidence targets.

Probing for Evidence

Testing context, ownership, action, judgement, and results.

Scoring and Calibration

Separating evidence from impression and improving consistency.



Practical emphasis: conceptual clarity is used to improve real interview practice, not to add unnecessary theory.



ONE DAY STRUCTURE



FOCUS

WHAT HAPPENS

Opening lecture and framing	Competencies explained properly; why assessment quality matters; competencies versus KSAOs versus outcomes; background to competency modeling and frameworks.
Interview design	Turning competencies into stronger questions and clearer evidence targets.
Probing and evidence quality	How to probe without leading; how to test context, ownership, action, judgement, and result.
Rating and scoring discipline	Notes, evidence logic, judgement traps, rating quality, and assessor consistency. Panel role types, mock interviewing, and managing cohesive panel interviews.
Practice and review	Applied exercises, group discussion, response review, and scoring calibration.
Consolidation and next steps	Improvement priorities, line manager use, optional certification, and follow-through support.



EVALUATION, COACHING, AND CERTIFICATION

- Self-assessment before and after the program
- Live group practice and facilitator observation
- Structured individual and group feedback
- Optional post-session coaching support
- Certificate of participation or assessed certification options

BRING STRONGER DISCIPLINE TO COMPETENCY INTERVIEWING

Run this masterclass in-house, or enquire about individual participation, certification options, and tailored delivery.

ORGMAS^TR can tailor programs to role families, competency frameworks, or assessor development pathways.

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