



## IPI's Goal

Our goal is to assist your organization in becoming more productive while helping employees lead physically and psychologically productive and healthy lives. We team with critical members of your organization to help you create and maintain the work processes, personnel training, and policies/procedures needed to facilitate a highly motivated workforce.

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IPI maintains membership in the following organizations:



MeshingMindandMachine.com

# Organizational Development

Helping you create and maintain a motivated workforce capable of achieving organization goals – now and in the future.

At Industrial Psychologists, Inc. (IPI), we use a systematic approach addressing the challenges and opportunities facing an organization in these rapidly changing times. We at IPI team with you to analyze your organizational processes by conducting a comprehensive review of existing conditions.

Our review starts by conducting a comprehensive review of your existing documentation. This review ranges from human resource policies and practices to line operational procedures. The purpose of the review is to provide a baseline of information prior to beginning personnel interviews.

After this documentation review, we emphasize the interdependence of job observation, job analysis, personnel selection, training, and evaluation in creating and maintaining highly motivated and committed job incumbents. Some of the criteria and employee perceptions IPI evaluates, as we assist with organizational development activities are:

- Communication Effectiveness
- Potential Role Conflicts
- Workplace Environment
- Work Processes
- Work Related Stress
- Work-Family Role Issues
- Employee-Supervisor Relationship
- Applicable Regulations
- Training Received by Job Incumbents
- Incident Frequency and Severity
- Job Enrichment vs. Job Enlargement

The information collected is validated by (1) comparing data across various levels within the organization, and (2) comparing attitude and culture perceptions with actual job results.



## METHODOLOGY

Our project approach is a variation of a methodology that has been used by most industries for decades. Depending on the industry, it is referred to as ADDIE, Instructional System Design, or Systematic Approach to Training. No matter what you call it, the activities are divided into the following areas:

- Analysis
- Design
- Development
- Implementation
- Evaluation

IPI is prepared to perform turn-key efforts by completing all the following activities or assist you with one or any combination of the elements.

### ANALYSIS

Do we have the right programs in place and how would we know? IPI's review of your existing programs complete with the subsequent gap analysis will answer this question.

IPI, celebrating over 10 years of service!

IPI OFFERING EFFECTIVE TRAINING & LEADERSHIP



## Experience

Our consultants have over 100 years of combined experience. All have related college degrees and most have graduate degrees in Industrial Psychology up to the PhD level.

The list below is a sampling of the industries in which our team has worked:

- Oil & Gas
- Refining
- Chemical/Petro-chemical
- Pharmaceutical
- Power Generation
- Pulp & Paper
- Steel
- General Manufacturing
- Food Processing
- Brewery/Distillery
- Airline
- Healthcare
- Medical Equipment Manufacturing
- Computer Chip Manufacturing
- Telecommunications
- Mining

### DESIGN

How do we identify when, where, and to what level we develop our employees to facilitate their success? IPi's recommended training curricula will identify both the training needed and the proper sequence for the training.

### DEVELOPMENT

How do we develop our new programs? IPi offers as little or as much assistance as you choose.

### IMPLEMENTATION

How do we make our new programs functional? IPi offers training to your team members so they can implement the new programs. We also have the capability to provide short-term or long-term trainers to supplement your team.

### EVALUATION

How do we know if our new programs are effective or complete? IPi has the ability to evaluate the effectiveness of your new or existing programs.

## IPi Offers 3 Levels of Support

### LEVEL I - GAP ANALYSIS

With this option, IPi will conduct an analysis of current conditions, compare those conditions with the organization's stated goals, generally accepted industry standards, regulatory requirements, and submit a report complete with recommendations to improve work processes and to mitigate identified gaps.

The report will include the necessary backup to support all recommendations. For example, if the project includes designing training curricula, the task lists identifying the job incumbent duties will be included to support validation of the job relatedness of the recommended training.

### LEVEL II - TRAINING AND CONSULTING

With this option, IPi will assist with implementation of the recommendations contained in the report identified in Level I above. We will identify training resources that are commercially available, develop customized training, arrange for scheduling of the training, and in many cases, conduct the actual training.

IPi offers generic training courses in development and implementation of effective training and procedures. To facilitate more effective training, the course material can easily be modified to cover your actual documentation formats and to include case studies and exercises from your facility. This makes the training directly applicable to your personnel.

In addition, IPi consultants are available to work with your team members, as long as needed, to assist with (1) program implementation and (2) assist course attendees, as they become comfortable applying the skills they learned in the course(s).

### LEVEL III - PROGRAM DEVELOPMENT AND IMPLEMENTATION

With this option, IPi will temporarily relocate a team of professionals to your site to complete the tasks identified in the project scope of work. All personnel assigned to the project will have the necessary skills to effectively perform assigned duties. If requested, an IPi project manager and/or consultant will review materials developed during the project. IPi will assign the number of professionals to the project needed to complete the project within the requested timeline.

IPi provides the process and program development expertise and the client provides the organizational knowledge and validates the program content. All projects ensure the extensive involvement of your personnel. This teamwork and organizational involvement increases the quality and accuracy of the programs. More importantly, it increases the acceptance of the programs by personnel that will use these tools to improve the organization's effectiveness.