

Role Design Starter

Questions Career-Forward Leaders Ask in Role Design

The best time to think about employee growth is before you even hire someone. Career-Forward Leadership, Workthrough's leadership model that puts employee growth at the centre of organizational success, starts with how you design the role. When people grow, organizations thrive. By incorporating a growth-focused stage, this framework gives you the questions to make that happen from day one.



Stage 1: Define the Outputs

- What do you need this role to do?
- What does good look like at 90 days, 6 months, and 1 year in?
- How does this role connect to what the broader team is trying to build?



Stage 2: Define the Capabilities

- What skills and knowledge matter most in the role?
- What needs to be there on day one, and what can grow over time?
- What qualities set someone great at the job apart from someone good?
- What kind of working style does the work environment call for?



Stage 3: Design for Growth

- What do you want this person to gain?
- What will they build, learn, or become?
- Where could this role lead them?
- Who else in your organization should be answering this alongside you?

Most job descriptions never ask these questions and stop at Stage 2. Designing for growth is where career-forward leaders go further.



Stage 4: Write the Job Description

- Does the job description read like an invitation or a list of demands?
- Does it name the growth opportunity out loud?
- Does the language tell people who you are, and not just what you need?
- Will the right person see themselves in the role?