

"Surround yourself with the best people you can find, delegate authority, and don't interfere."
--Ronald Reagan

## **Building Human Capital**

- What techniques will help you choose the best people?
- How can you increase the motivation and commitment of employees?
- What can you do to retain these employees?

## Selecting High-Performance Employees

- Job analysis—defining the activities of the job
- Competency profiling defining the experience, skills, knowledge, and experience needed to perform the job well



## **Employment Interviews**

This selection technique is low in validity because:

- Interviewers make decisions too quickly
- Interviewers may ask different questions of applicants
- Interviewers may be biased



## **Outsource Hiring**

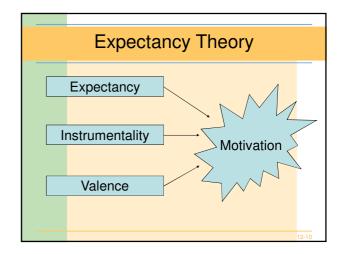
- Companies that specialize in hiring...
- Use tests, selection simulations, structured interviews, and other techniques for selection
- Offer training in interviewing, the use of tests, and other tools for selecting employees

# The Role of Goals in Motivation Goals must be Challenging Attainable Specific Accepted Reinforced with feedback

## **Expectancy Theory of Motivation**

People will be motivated when they believe that

- Expending effort will improve performance
- · Good performance will be rewarded
- The rewards offered are the ones they really value



## **Maintaining Motivation**

- Provide the training and resources necessary to ensure that effort leads to good performance
- Recognize and reward good performance
- Provide the rewards employees really value

## Fairness and Motivation

- Unfairness leads to a strong drop in motivation.
- Unfairness is perceived when there's an imbalance between contributions and outcomes relative to those of other persons.



## It's Not Fair Distributive justice Procedural justice Interactional justice

## Playing Fair

- Link rewards closely to performance
- Establish fair procedures for employee evaluations and rewards
- Treat employees with courtesy and respect

12-14



## Pay for Performance

- Merit pay plans
- Bonuses, awards, and stock options
- · Team-based incentives
- Profit sharing
- Employee stock ownership plans

## **Organizational Commitment**

The extent to which an individual identifies and is involved with his or her organization and is, therefore, unwilling to leave it

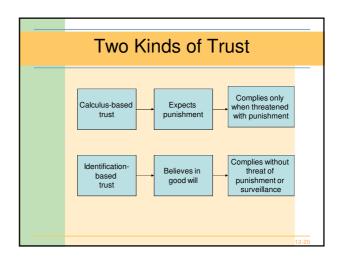
- · Continuance commitment
- · Affective commitment
- · Normative commitment

## Rewards of High Employee Commitment • Higher employee loyalty and retention

- Organizational citizenship behavior
- Higher efficiency and performance for the company

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## Team Success The benefits of a team depend on Cooperative working relationships Ability to effectively handle conflict



## **Building Identification-Based Trust**

- · Act as you promise
- Make it clear that you are listening
- · Practice organizational citizenship
- · Psychological contracts
  - Transactional relationships
  - Relational contracts
  - Balanced psychological contracts

### Conflict

Process in which one party perceives that another party has taken or will soon take actions that are incompatible with its interests



12-2

## **Types of Conflict**

- · Affective conflict
  - Involves strong feelings of anger or dislike toward the people involved
  - Tends to be destructive
- Cognitive conflict
  - Focuses on issues, not on the people involved
  - Tends to be constructive

## Causes of Affective Conflict

- Distrust
- · Pre-existing grudges
- Faulty attributions
- · Belief that views of others are biased
- · Personal traits or characteristics

## **Negotiating to Resolve Conflict**

To obtain a win-win

- · Avoid win-lose tactics
- Uncover the real issues
- Broaden the scope of issues considered
- Help the other side save face
- · Don't be secretive



## Lead On

- Task-focused leadership
  - Best in unstructured or rapidly changing situations or in situations that are highly structured and stable
- · Relationship-focused leadership
  - Best in situations with a moderate degree of uncertainty and change

12-26

## **Making Decisions**

- · Participative approach
  - Decisions made with input from subordinates
- Autocratic approach
  - Decisions made by the leader alone

## Leadership

The process whereby one individual in a group influences one or more other members of that group toward the attainment of defined group or organizational goals

## Leadership Styles

- Transformational leader
  - Inspires others to rise above selfinterests to achieve a higher mission or vision
- Transactional leader
  - Uses standard forms of reinforcement to get others to follow their directives

## Transformational Leadership

- · Intellectual stimulation
- Individualized consideration
- · Inspirational motivation
- Personal identification
- Social identification