

# Best Places to Work Culture Study Launch Process

## **Step 1: Consultation Meeting (2 hours of company time)**

Your Certified Culture Consultant will meet with the point person at your organization to review the study process and launch date, help identify the employees and leaders who will receive the inventories, demographic categories, subgroups, and determine any supplemental questions your company would like to add specific to your culture or outcome needs. Your consultant will explore with you the best approach to communicate the value of the study, what the inventories measure, and why your company chose to participate. (Study communication options are an on-site or webinar presentation or a customized email invite with study overview. Date for a formal presentation will be determined). We recommend sending a customized email regardless with or without a formal presentation.)

## **Step 2: Determine Respondents and Submit Contact Information (Est. 2 hours of company time)**

After the Consultation Meeting, your point person will determine the (up to) 50 recipients of the Organizational Culture Inventory (Current) and Organizational Effectiveness Inventory, as well as the (up to) 15 leaders who will receive the Organizational Culture Inventory (Ideal). He/she will then submit the contact information of the respondents to The Lioutaud Institute.

## **Step 3: Communicate with Respondents about Study (Est. 1-2 hours of company time) 1 week prior to administration**

At the Consultation, you decided with your consultant the best way to communicate the study's value and logistics to the company and respondents. At this time, 1 week prior to administration, either the formal presentation will be delivered, email communication will be sent out, or both.

## **Step 4: Respondents Take Inventories (20-40 minutes of respondents' time)**

All respondents receive invitations to take their respective inventories via email. Leaders take the Organizational Culture Inventory Ideal (approximately 20 minutes). The other recipients take both Organizational Culture Inventory (Current) and Organizational Effectiveness Inventory, each estimated at 20 minutes. After they finish the culture inventory online, they will be prompted to continue immediately to the effectiveness inventory. Respondents can also save and go back to the assessments if necessary. The online survey portal will remain open for 2-3 weeks.

## **Step 5: Culture Consultant Presentation (2 hours of your time + est. 2-3 hours post-work) 4-6 weeks after survey portal close**

Your Certified Culture Consultant presents the results to the leadership team. During the presentation, the consultant will provide a breakdown of results by subgroups within your organization, identify areas for improvement, and start a conversation on how areas for improvement can be addressed. In addition, he/she will assist the leadership team by providing talking points to present results to the organization as a whole. Each leader receives a written Summary of Results, and the company receives a detailed 100+ page report.

# About the Inventories

## Organizational Culture Inventory® (OCI®)

*Identify your organization's culture & learn how to turn it into a competitive advantage*

The Organizational Culture Inventory® (OCI®) is the most widely used and thoroughly researched tool for measuring organizational culture in the world. It provides an assessment of the operating culture in terms of the behaviors that members believe are required to "fit in and meet expectations" within their organization. Four of the behavioral norms measured by the OCI are Constructive and facilitate problem solving and decision making, teamwork, productivity, and long-term effectiveness. Eight of the behavioral norms are Defensive and detract from effective performance.

## Organizational Effectiveness Inventory® (OEI)

*Align internal systems, structures, technology, skills and qualities to achieve desired results*

Companion to the OCI®, the Organizational Effectiveness Inventory®(OEI) measures both levers for change and outcomes of culture. It provides organizations with measures of their performance along individual, group, and organizational outcomes. It also assesses the internal factors and conditions that have an impact on performance and can serve as levers for cultural change. Unlike most attitude surveys (which focus only on outcomes such as job satisfaction), the OEI also provides information regarding the structures, systems, technologies, and skills/qualities that can be modified to enhance performance and long-term effectiveness.

# About The Liautaud Institute

The Liautaud Institute is dedicated to developing evidence-based workforce solutions for your organization. Over the past 10 years, the Institute discovered that people have a biogenetic need to group, be empowered and contribute in a meaningful way; and the best employee environments allow this to happen. This environment leads to the:

- **happiest employees**
- **most innovative solutions,**
- **and greatest profits.**

By partnering with the most prestigious academic and research institutions, leading scientists, and psychologists, the Liautaud Institute has engineered processes and proven learnable habits that are steeped in the most effective research, and use a methodical approach inspired from the best manufacturing practices to create consistent, repeatable and viral change.

Once your assessment results arrive, we will work with you to develop a path to reinforce the constructive behavior patterns you're already developed, as well as present clear solutions to any behavior patterns you want to shift.