
JOB TITLE: LEADERSHIP ASSESSMENT SPECIALIST

Description:

The Vaya Group works closely with mid-to-large size companies to understand their strategic business imperatives and provide talent solutions that support their success. Our Leadership Assessment Specialists help organizations and individuals make human capital a clear competitive advantage by providing support on talent initiatives.

Type: Temporary/Contract

Responsibilities:

- Conduct in-depth behavioral phone interviews to assess leadership capabilities
- Conduct qualitative 360 stakeholder interviews to gather objective and detailed behavior on a leader's strengths, opportunities and accomplishments
- Interpret, score, and integrate responses from behavioral interviews, personality assessments and 360 data
- Engage in assessment result calibration with broader teams
- Write executive-level assessment reports
- Provided assessment feedback and development support based on assessment results
- Deliver work within agreed upon timeframes

Experience and Education Requirements:

- Masters/PhD in I/O Psychology or related field (OD, HR, etc.)
- Minimum seven years of relevant experience (executive-level assessment for selection and development)
- Experience serving as an assessor at Assessment Centers
- Experience interpreting personality data
- Experience working with executive-level audiences
- Executive coaching experience is a plus
- Leadership development experience is a plus

Essential Skills and Abilities:

- Behavioral interviewing
- Exceptional customer focus and drive to deliver excellence
- Strong critical thinking and analytical skills
- Ability to work both independently and collaboratively with others
- High "say do" ratio and high level of personal accountability
- Excellent written and verbal communication
- Ability to transcribe interviews as they are being conducted
- Communication and influence with senior executives in client organizations