Critical Role Identification Template

RIVCO 1HR
learning & organizational development

This template helps you identify your organization's most critical roles. In the first column, list the roles you wish to assess. In the following columns, you'll find sample indicators of role criticality. You can add additional criteria in the fourth column or modify the existing criteria by simply overwriting the text. If an indicator accurately reflects the role you're evaluating, click the box, and it will automatically insert a checkmark. Upon completion, the visual representation will reveal which roles are the most critical.

	Strategic Impact	Vacancy Risk	Value Creation	
List the roles you want to evaluate	Role disproportionately impacts the County's ability to achieve its strategic objectives.	A vacancy in the role would cause significant disruption in delivering on County priorities.	Role creates disproportionate value for the County.	
Social Services Program Manager	✔	✔	✔	☐
Child Services Supervisor in Riverside	✔	✔	✔	☐
Eligibility Technician II in Blythe	☐	☐	☐	☐

Critical Role Risk Template

This template will help you obtain directional insights on the level of risk exposure in your critical roles. **For critical roles you list in column 1,** respond to the four risk statements in the additional columns by putting a checkmark in the box if you agree with the statement. Upon completion, **the visual will show you where the greatest risks exist (i.e., empty boxes indicate high risk).** Use the findings to inform actions for reducing risk.

	Incumbent Risk	Internal Bench Risk	Development Risk	External Talent Risk
List your critical roles - those that disproportionately impact the County's ability to deliver its strategy	There is low risk of the incumbent leaving the role in the near future.	The internal talent pipeline for backfilling this role is relatively strong.	Internal talent can be developed for this role within reasonable time and cost.	Hiring external talent for this role can be done within reasonable time and cost.
Social Services Program Manager	☐	☐	✔	☐
Child Services Supervisor in Riverside	✔	✔	✔	☐
	☐	☐	☐	☐