

# People Decision Matrix

*Clarity Builds Fairness*



**Assess your team with empathy and evidence, not emotion.**

Roll Fit

<h2>Hire</h2> <p><b>Definition:</b> New skillset or leadership capability needed for the next stage.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"><li>• Define capability clearly before hiring.</li><li>• Prioritize roles that enable growth, not just replace headcount.</li></ul> <p><i>Example note: "Need senior marketing lead with digital experience; current coverage too tactical."</i></p>	<h2>Grow</h2> <p><b>Definition:</b> Good attitude and values fit, but needs development or clarity.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"><li>• Identify one or two specific development goals.</li><li>• Match with mentor, project, or feedback loops.</li><li>• Reassess at 90 days.</li></ul> <p><i>Example note: "Eager and adaptive; needs clearer structure and decision-making confidence."</i></p>
<h2>Exit</h2> <p><b>Definition:</b> Low performance &amp; low fit for future direction.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"><li>• Have candid performance and fit conversation early.</li><li>• Offer fair transition plan or support.</li><li>• Focus on preserving dignity and protecting culture.</li></ul> <p><i>Example note: "Technically capable but resistant to change; undermines collaboration."</i></p>	<h2>Stay</h2> <p><b>Definition:</b> Solid performers aligned with future needs.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"><li>• Reinforce strengths; clarify next priorities.</li><li>• Recognize publicly or privately.</li><li>• Keep engagement high - don't take them for granted.</li></ul> <p><i>Example note: "Consistent delivery, respected by peers. Will anchor new process rollout."</i></p>

**Performance**

**Module 4. Phase 3. 31 - 60 days**

# People Decision Matrix

*Clarity Builds Fairness*



***Assess your team with empathy and evidence, not emotion.***



# People Decision Matrix

Name / Role	Current Performance	Fit for Future	Decision	Key Rational / Next Step
Example: Anna, Ops Director	Strong	Medium	Grow	Great culture fit. Needs delegation coaching and some bigger projects.
Example: Senior Marketing Lead	N.A.	High	Hire	Need senior marketing lead with digital experience; current coverage too tactical.