

Role Architecture Design

Background

Role architecture is a framework that organizes jobs based on the type of work done and the level of scope and impact of the work. It's a standardized structure that helps create consistency and a better understanding of roles and their purposes.

Role architecture is independent of organizational reporting structure and groups similar jobs together, even if those jobs exist in many different departments.

Common HR Challenges

A consistent role architecture structure addresses common HR challenges:

- An abundance of job codes with many used for single incumbents
- Inconsistent use and proliferation of job titles
- Lack of a transparent compensation approach
- Inadequate governance to manage job classifications

Benefits of Role Architecture Design

Efficiency

- Provides a framework to compensate consistently for like jobs/work
- Improves workforce analytic capabilities and forecasting of workforce demands
- Limits grade inflation and inappropriate promotions

Precision

- Increases accuracy of data reporting and operational use of data
- Identifies functional duplication and accountability overlap
- Increases the validity of assessment tools

Talent Management

- Reduces role ambiguity and clarifies accountability
- Clarifies career paths and succession-planning evaluation criteria
- Provides more precise evaluation of skills gaps mapped with training and development

Compliance

- Reduces legal risk
- Increases alignment with EEOC, ADA, and Equal Pay Act

APTMetrics® Role Architecture Principles

- Customized for your business, talent and compensation strategies
- Aligned with legal guidelines and standards to support high-risk decisions and high-impact outcomes (i.e., *Uniform Guidelines on Employee Selection Procedures*, *Principles for the Validation and Use of Personnel Selection Procedures*, and *Standards for Educational and Psychological Testing*)
- Aligned to similar work performed across the organization versus the business unit or leader
- Fully supports all third-party market reference models your compensation team may use



Role Architecture Drives:

- Defensible employee mapping
- Role postings
- Role descriptions
- Selection programs
- Training and development programs
- Compensation policies
- Performance management
- Pay equity / substantial similarity work decisions
- Talent and succession planning
- Talent redeployment
- Career pathing
- Culture interventions

Role Architecture Program Features

- An extensive library of role content and market-aligned references are included in our services
- Architecture discovery to identify substantially similar work and straw models of role architecture using both artificial intelligence and our highly trained consultants
- Enterprise role leveling, enforced throughout the process, ensures consistent role alignment in terms of scope and impact
- Robust subject matter expert workshops to fully define roles and launch the process of change management
- Role architecture content management, including delivery in your preferred formats and data frames
- Support for employee mapping and compensation-impact analyses at the point of architecture implementation

APTMetrics Role Architecture Governance Services

- Flexible support models
- Development and maintenance of a refresh calendar
- Intake-request processing and dispositioning
- Ongoing market research and references
- Centralized content-management services
- AI-driven job architecture research and intake-request processing

AI-Enabled Services

- Role architecture refinement
- Job-to-framework mapping
- Emerging skills in the marketplace
- Market/competitive intelligence for targeted roles
- GenAI role-impact analyses
- Content consolidation and creation

Example Role Architecture Deliverables

- Responsibilities/tasks by role (i.e., workstream + job level)
- Knowledge, skills and abilities (KSAs) by role
- Competencies/capabilities and associated proficiency-level mappings
- Physical activity, environment, travel requirements, mental exertion and strategic impact
- Structured-interview guides based on skill profiles
- Role-leveling frameworks and analyses
- Minimum and preferred qualifications
- Fair Labor Status Act status reviews
- AI process audits
- Role architecture recommendations
- Role-similarity recommendations

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