

TRAINING NEEDS ANALYSIS AND PROGRAM DEVELOPMENT

SWAN staff has assessed training and skill development levels by gathering information from management and senior incumbents and developing profiles of the workforce and its training needs. Methodologies used to collect this information include in-depth individual interviews, focus groups, and large-scale surveys. Data analyses have resulted in agency-specific and job-specific profiles of training needs and comparisons of agency-specific functions with the population as a whole. In addition, several training programs for newly hired employees and incumbents have been designed and delivered. Sample projects are:

- Training needs analysis of System Operator and Power Dispatcher positions in 37 electrical utilities across the United States (Edison Electric Institute)
- Training requirements analysis of Personnel Security Specialists by grade level across 19 DOD adjudicative agencies and departments (Defense Personnel Security Research Center)
- Design and delivery of a training program and guide for FAA Recruitment Specialists (Federal Aviation Administration)
- Design and delivery of training programs and guides for testing and job analysis software, i.e., Taxonomic Workstation, Complex Cognitive Assessment Battery, and Synthetic Task Authoring System (US Army Research Institute, Defense Nuclear Agency, and U.S. Army Medical Research and Development Command)
- Design, collection, and analysis of data to identify Advanced Individual Training (AIT) Command and Cadre perceptions and attitudes concerning the training Soldiers receive in Basic Combat Training (BCT) (US Army Research Institute)
- Training gap analysis matching instruction provided to DoD adjudicators with validated adjudicator skills standards (Defense Personnel Security Research Center)