

Impact Description Template

Our clients find that changing the term “job description” to “impact description” makes a significant positive difference. It helps both your team and your candidates to understand that every role at your company exists to impact the organization in some way. Our roles make a difference, move the needle, change the game.

Here are some of the items we recommend including in an impact (formerly known as job) description.

Who We Are (company mission, vision, values)

Who You Are (describe who a successful fit is)

Why This Role Matters (how the role impacts others—both internally and externally)

Who Your Internal Customers Are And How This Role Delivers Value To Them

Responsibilities

Requirements

Performance Metrics/KPIs/Needle Movers For This Role

Potential Career Path (possible roles this role could evolve into, job skills and leadership skills)

Leadership Level of Role

Leadership Levels

Level 9: Create Optimal Teams – Yielding Consistently Remarkable Results
Both Internally + Externally

Level 8: Strategize, Manage, Guide Change At Company, Team, Individual Levels

Level 7: Powerfully + Consistently Influence, Enroll, Engage, Align Internally + Externally

Level 6: Powerfully + Consistently Lead Others Internally

Level 5: Act & Report Routinely

Level 4: Act & Report Immediately

Level 3: Recommend, Then Act

Level 2: Ask What To Do

Level 1: Wait To Be Told

Lead The Business
Lead Others
Lead Self

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Learning and Development Opportunities

Compensation