



**CAREER CLUSTER**

Business Management and Administration

**CAREER PATHWAY**

Human Resources Management

**INSTRUCTIONAL AREA**

Economics

**HUMAN RESOURCES MANAGEMENT SERIES EVENT**

**PARTICIPANT INSTRUCTIONS**

- The event will be presented to you through your reading of the 21<sup>st</sup> Century Skills, Performance Indicators and Event Situation. You will have up to 10 minutes to review this information and prepare your presentation. You may make notes to use during your presentation.
- You will have up to 10 minutes to make your presentation to the judge (you may have more than one judge.)
- You will be evaluated on how well you meet the performance indicators of this event.
- Turn in all of your notes and event materials when you have completed the event.

**21<sup>st</sup> CENTURY SKILLS**

- Critical Thinking – Reason effectively and use systems thinking.
- Problem Solving – Make judgments and decisions, and solve problems.
- Communication – Communicate clearly.
- Creativity and Innovation – Show evidence of creativity.

**PERFORMANCE INDICATORS**

1. Discuss factors that impact human resources management.
2. Describe the impact of a nation's unemployment rate.
3. Determine factors affecting business risk.
4. Explain the nature of business ethics.
5. Make decisions.

## EVENT SITUATION

You are to assume the role of human resources director for ROCHESTER & DIRK, a company that provides marketing, advertising and public relations services for corporate clients. The president of the company (judge) has asked you to analyze the pros and cons of hiring an intern rather than a full-time employee for an open position.

ROCHESTER & DIRK is a successful firm with just over 100 employees. The staff is made up of four vice presidents that oversee ten directors. Each director manages a staff of ten that is a mix of project managers, specialists and administrative assistants. Specialist positions at ROCHESTER & DIRK are professional positions, yet entry-level.

A specialist must have a four-year degree in a related field. Starting pay for the specialist positions begins at \$45,000, but can be as high as \$55,000 depending on experience. ROCHESTER & DIRK offers all employees paid holidays, earned annual and sick leave, health and dental insurance and life insurance.

The company is finding it harder and harder to find qualified applicants for an open specialist position. The position has been vacant for over six months and the only résumés received have either been from applicants without a four-year degree or applicants that require a higher starting salary than the firm offers. The local and national unemployment rate is lower than it has been in many years.

In an attempt to fill the specialist position, the president (judge) has asked for your thoughts on turning the position into a paid internship. A paid internship would open the position to the many college students in the city and surrounding area. Paid interns can provide real work and contribute to the firm, benefiting both the firm and the intern. The president (judge) is intrigued because the going rate for a paid internship at similar firms is \$13/hour. Also, state laws do not require firms to provide the same benefits to interns as full-time employees.

The president (judge) would like you to analyze the pros and cons of hiring a paid intern for the open specialist position. The president (judge) wants to hear the benefits and risks of hiring an intern. The president (judge) would also like your recommendation on hourly pay for the intern, if any benefits should be offered and if transitioning the position is ethical.

You will present your recommendations to the president (judge) in a role-play to take place in the president's (judge's) office. The president (judge) will begin the role-play by greeting you and asking to hear your ideas. After you have presented your recommendations and have answered the president's (judge's) questions, the president (judge) will conclude the role-play by thanking you for your work.

## **JUDGE'S INSTRUCTIONS**

### **DIRECTIONS, PROCEDURES AND JUDGE'S ROLE**

In preparation for this event, you should review the following information with your event manager and other judges:

1. Procedures
2. 21<sup>st</sup> Century Skills and Performance Indicators
3. Event Situation
4. Judge Role-play Characterization  
Participants may conduct a slightly different type of meeting and/or discussion with you each time; however, it is important that the information you provide and the questions you ask be uniform for every participant.
5. Judge's Evaluation Instructions
6. Judge's Evaluation Form  
Please use a critical and consistent eye in rating each participant.

### **JUDGE ROLE-PLAY CHARACTERIZATION**

You are to assume the role of president of ROCHESTER & DIRK, a company that provides marketing, advertising and public relations services for corporate clients. You have asked the human resources director (participant) to analyze the pros and cons of hiring an intern rather than a full-time employee for an open position.

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A specialist must have a four-year degree in a related field. Starting pay for the specialist positions begins at \$45,000, but can be as high as \$55,000 depending on experience. ROCHESTER & DIRK offers all employees paid holidays, earned annual and sick leave, health and dental insurance and life insurance.

The company is finding it harder and harder to find qualified applicants for an open specialist position. The position has been vacant for over six months and the only résumés received have either been from applicants without a four-year degree or applicants that require a higher starting salary than the firm offers. The local and national unemployment rate is lower than it has been in many years.

In an attempt to fill the specialist position, you have asked for the human resources director's (participant's) thoughts on turning the position into a paid internship. A paid internship would open the position to the many college students in the city and surrounding area. Paid interns can provide real work and contribute to the firm, benefiting both the firm and the intern. You are intrigued because the going rate for a paid internship at similar firms is \$13/hour. Also, state laws do not require firms to provide the same benefits to interns as full-time employees.

You would like the human resources director (participant) to analyze the pros and cons of hiring a paid intern for the open specialist position. You want to hear the benefits and risks of hiring an intern. You would also like the human resources director's (participant's) recommendation on hourly pay for the intern, if any benefits should be offered and if transitioning the position is ethical.

The participant will present recommendations to you in a role-play to take place in your office. You will begin the role-play by greeting the participant and asking to hear about his/her ideas.

During the course of the role-play you are to ask the following questions of each participant:

1. What concerns might current specialists have about hiring an intern for the same job they currently hold?
2. Our employees have annual reviews; should interns be reviewed just once or more frequently? Why or why not?

Once the human resources director (participant) has presented recommendations and has answered your questions, you will conclude the role-play by thanking the human resources director (participant) for the work.

You are not to make any comments after the event is over except to thank the participant.

## JUDGE'S EVALUATION INSTRUCTIONS

### Evaluation Form Information

The participants are to be evaluated on their ability to perform the specific performance indicators stated on the cover sheet of this event and restated on the Judge's Evaluation Form. Although you may see other performance indicators being demonstrated by the participants, those listed in the Performance Indicators section are the critical ones you are measuring for this particular event.

### Evaluation Form Interpretation

The evaluation levels listed below and the evaluation rating procedures should be discussed thoroughly with your event chairperson and the other judges to ensure complete and common understanding for judging consistency.

<b>Level of Evaluation</b>	<b>Interpretation Level</b>
Exceeds Expectations	Participant demonstrated the performance indicator in an extremely professional manner; greatly exceeds business standards; would rank in the top 10% of business personnel performing this performance indicator.
Meets Expectations	Participant demonstrated the performance indicator in an acceptable and effective manner; meets at least minimal business standards; there would be no need for additional formalized training at this time; would rank in the 70-89 <sup>th</sup> percentile of business personnel performing this performance indicator.
Below Expectations	Participant demonstrated the performance indicator with limited effectiveness; performance generally fell below minimal business standards; additional training would be required to improve knowledge, attitude and/or skills; would rank in the 50-69 <sup>th</sup> percentile of business personnel performing this performance indicator.
Little/No Value	Participant demonstrated the performance indicator with little or no effectiveness; a great deal of formal training would be needed immediately; perhaps this person should seek other employment; would rank in the 0-49 <sup>th</sup> percentile of business personnel performing this performance indicator.



**HUMAN RESOURCES MANAGEMENT SERIES,  
2018**

Participant: \_\_\_\_\_

I.D. Number: \_\_\_\_\_

**JUDGE'S EVALUATION FORM  
DISTRICT EVENT #1**

**INSTRUCTIONAL AREA  
Economics**

Did the participant:

		Little/No Value	Below Expectations	Meets Expectations	Exceeds Expectations	Judged Score
<b>PERFORMANCE INDICATORS</b>						
1.	Discuss factors that impact human resources management?	0-1-2-3-4	5-6-7-8	9-10-11	12-13-14	
2.	Discuss the impact of a nation's unemployment rate?	0-1-2-3-4	5-6-7-8	9-10-11	12-13-14	
3.	Determine factors affecting business risk?	0-1-2-3-4	5-6-7-8	9-10-11	12-13-14	
4.	Explain the nature of business ethics?	0-1-2-3-4	5-6-7-8	9-10-11	12-13-14	
5.	Make decisions?	0-1-2-3-4	5-6-7-8	9-10-11	12-13-14	
<b>21<sup>st</sup> CENTURY SKILLS</b>						
6.	Reason effectively and use systems thinking?	0-1	2-3	4	5-6	
7.	Make judgments and decisions, and solve problems?	0-1	2-3	4	5-6	
8.	Communicate clearly?	0-1	2-3	4	5-6	
9.	Show evidence of creativity?	0-1	2-3	4	5-6	
10.	Overall impression and responses to the judge's questions	0-1	2-3	4	5-6	
<b>TOTAL SCORE</b>						