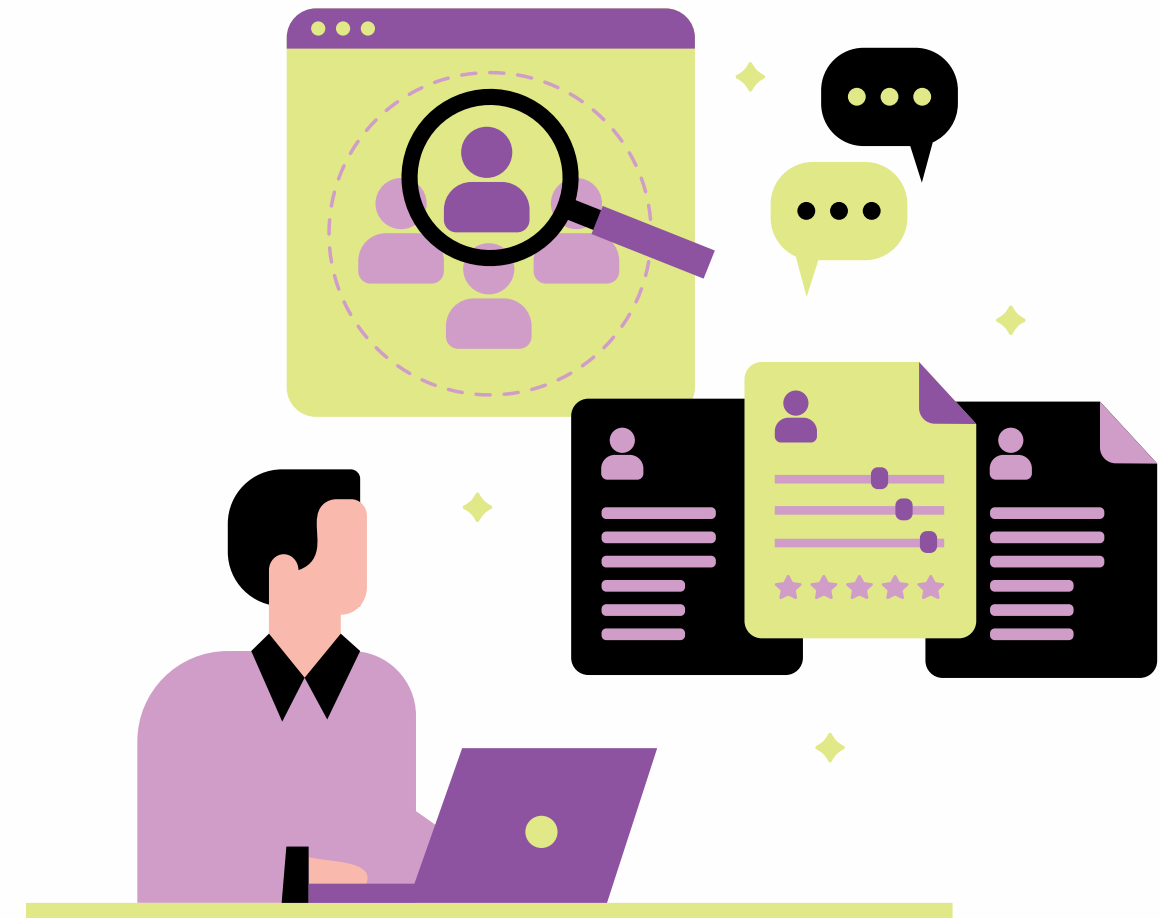




CORPORATE HIRING GUIDE

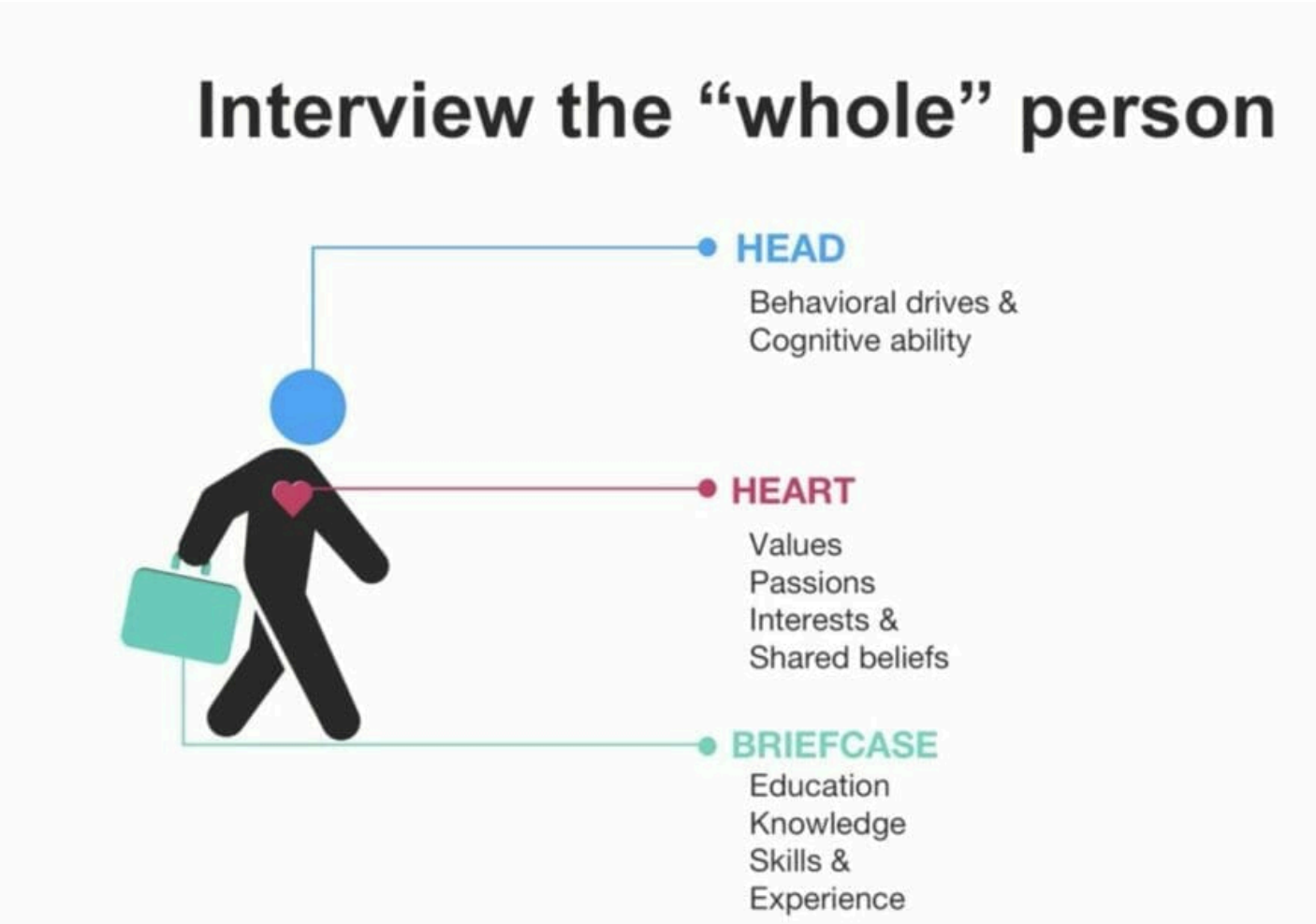
INTERVIEW PROCESS

RALLY HOUSE CORE VALUES & GWC
PREDICTIVE INDEX BEHAVIORAL ASSESSMENT





- **Why a standard interview process**
- **Review each element of the 5 Step Process**
 - **Review Candidate Resumes**
 - **First Interview**
 - **Behavioral Assessment**
 - **Second Interview**
 - **Decision - Candidate Selection**



Efficient Interview Process integrating two core concepts to identify great talent:

1. Predictive Index Behavioral Assessment
2. Rally House Core Values

- Consistency in hiring process
- Actionable, objective data integrated into Rally House hiring practices
- Reduces the time and cost of turnover
- Manager and Talent Acquisition alignment on behaviors needed to be successful in a role
- Consistency in targeted interview questions
- Consistency in format of interview notes



1

Review Candidate Resumes

2

1st Interview - Rally House Core Values

3

PI Behavioral Assessment - Job Match

4

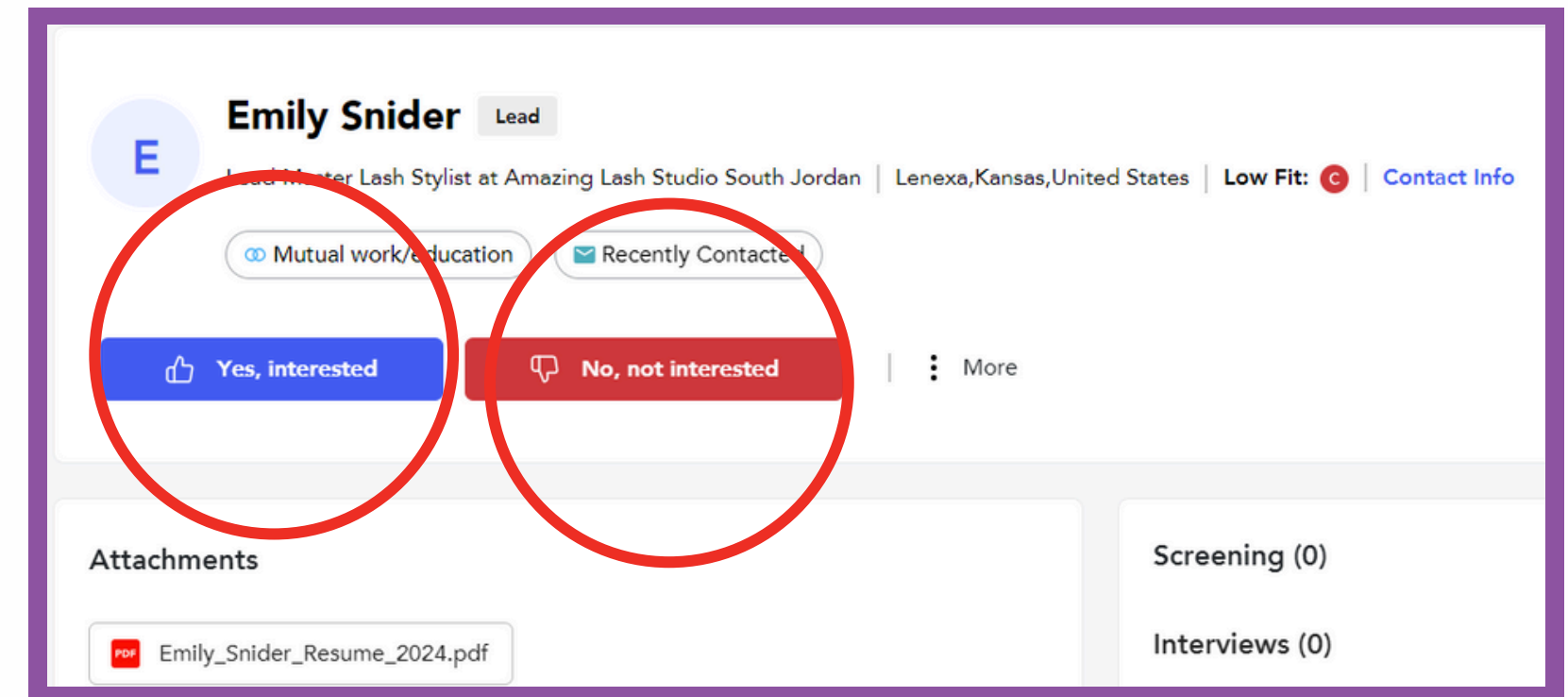
2nd Interview - Behavioral Interview

5

Candidate Selection - Offer

REVIEW CANDIDATE RESUMES - SCHEDULE 1ST INTERVIEW

- **Who**
 - Hiring Manager(s) and/or members of the selected hiring team
- **How**
 - Review applicant resumes
 - Click “Yes, interested” for top applicants - action moves applicant from “Review” to “Screening Qualified”
 - Click “No, not interested” for applicants not qualified - action triggers automated rejection email notifying the candidate
 - Contact candidates in “Screening Qualified” stage via email or phone to schedule first round interview
- **When**
 - Daily - review and update Phenom applicants every day
- **Why**
 - Ensure efficiency in hiring process
 - Create positive candidate experience with timely updates



1ST INTERVIEW & EVALUATION - RALLY HOUSE CORE VALUES: GETS IT, WANTS IT, CAPACITY



- **Who**

- Hiring Manager(s) or team members

- **How**

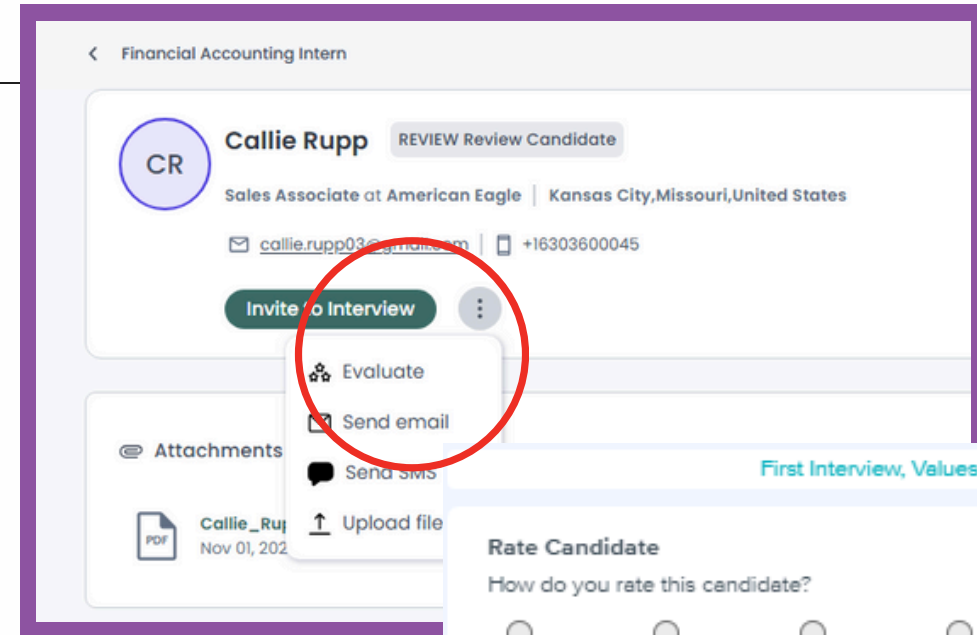
- Find the first interview form by opening the candidate's profile on Phenom
- Click the three dot icon and "Evaluate"
- Utilize as an outline for the interview
- Capture factual comments and information
- Select "recommend" or "do not recommend" based on your assessment

- **Why**

- Confirming the applicants share and exhibit Rally House core values
- Initial interview to explore the position further than the job description
- Ensures alignment of values, passions, interests and skills

- **When**

- Every first interview



First Interview, Values and GWC

Rate Candidate
How do you rate this candidate?

○ 1 ○ 2 ○ 3 ○ 4 ○ 5
Not a fit Perfect fit

Recommendation
Would you recommend this candidate?

Additional Questions

One of our Rally House Core Values is Plays Hard. This means we do whatever it takes and are relentless to pursue our goals. Tell me about a time you displayed this value.

Another one of our Rally House Core Values is Question Everything. This means we assume nothing, that we are curious and that we learn first and then constructively challenge assumptions. Tell me about a time that you displayed this value.

Our third and final Rally House Core Value is Fail Forward. This means that we take responsibility, and we put issues in front of us, not in between or behind us. Tell me about a time that you experienced Fail Forward.

Do they Want It: Describe a general overview of the position. Who they will report to and work with, where they will physically work, and the hours of the position. Ask them how they feel about these things and if they have any questions pertaining to them.

Do they Get It: Explain 2 - 3 key day to day responsibilities pertaining to this position and ask the to describe previous experiences that relate to those responsibilities.

Do they have Capacity: Determine if they have the mental, physical, time, knowledge and emotional capacity to do the job through the conversation you have had so far. Ask more questions pertaining specifically to the job responsibilities if you need to to get more information before determining this.

- **When**

- Upon completion of first interview
- If the candidate is going to be considered for a second interview - notify Talent Acquisition to send PI

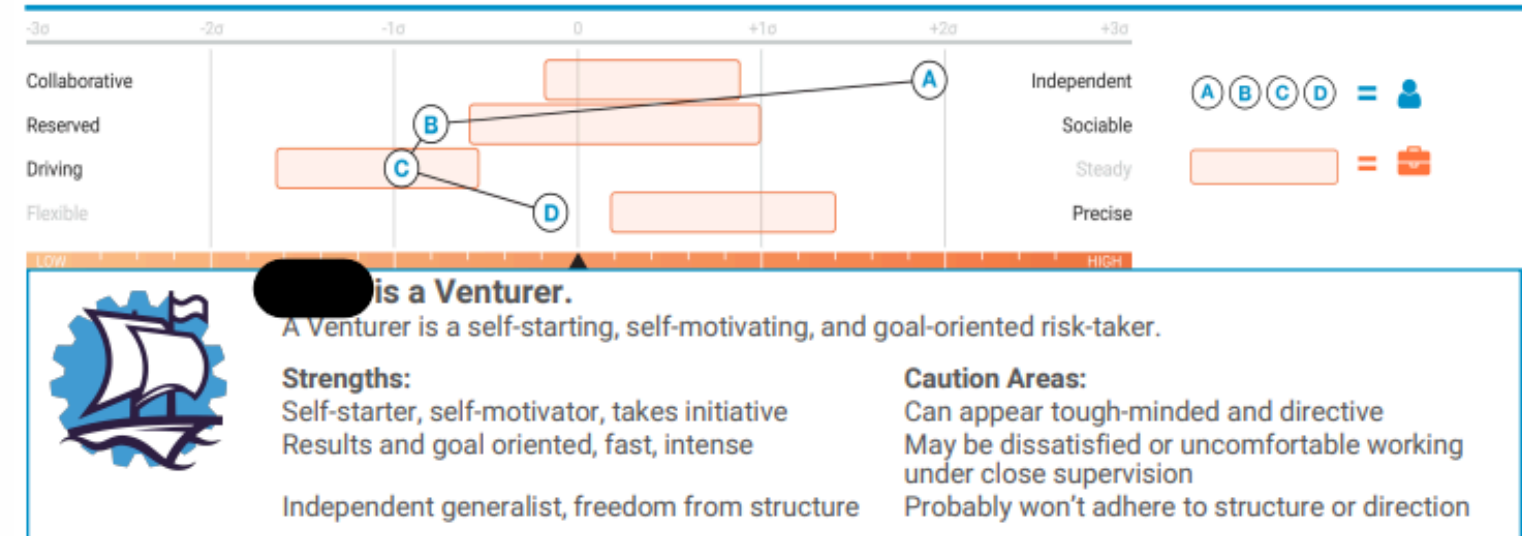
- **Who**

- Talent Acquisition sends candidate an invite to the assessment
- Hiring Managers can login to Predictive Index to access team members and candidate reports

- **Why**

- Provides insight on candidate workplace behavioral styles
- Compares candidate results with the behavioral competencies (Job Target) needed to thrive in the role
- Provides targeted behavioral interview questions unique to the Job Target and individuals' assessments results - this is used for the second interview

BEHAVIORAL COMPARISON - CANDIDATE VS JOB



Job Targets

Job Targets are created based on assessments done by individuals currently in the position and/or that work closely with the position and understand the role. As we build our Rally House library of Job Targets, you may be asked to participate in an assessment.

PREDICTIVE INDEX: MAKING THE MOST OF THE DATA

Review Candidate PI results

- Login to Predictive Index
- Type candidate's name in the search bar
- Select candidate name from results
- Find reports listed on the left

Download and/or print the Interview Guide to be utilized during candidate's second interview

Other suggested reports:

- Behavioral Report
- Personal Development Chart - for candidates and current employees

PI factors:

- A = Dominance: The drive to exert one's influence on people or events
- B = Extraversion: The drive for social interaction with other people
- C = Patience: The drive for consistency and stability
- D = Formality: The drive to conform to rules and structure

Understanding the combination of the four factors and their intensity allows you to describe how a person prefers to communicate, make decisions, delegate, regard rules, & take action. This is your window into how a person prefers to behave

The screenshot shows the Predictive Index dashboard for a candidate named [REDACTED]. The dashboard includes a navigation menu on the left with options like 'About', 'Coaching & Development', and 'Interview Guide' (circled in red). The main area displays a 'Behavioral' report with a chart showing scores for Collaborative, Reserved, Driving, and Flexible traits. A 'Candidate Interview Guide' is overlaid on the right, providing an 'INTERVIEWER'S GUIDE TO USING THIS KIT', a 'BEHAVIORAL COMPARISON - CANDIDATE VS JOB' chart, and 'BEHAVIORAL INTERVIEW QUESTIONS'.

Candidate Interview Guide

INTERVIEWER'S GUIDE TO USING THIS KIT

The Interview Guide is meant to help interviewers by suggesting questions generated by comparing a candidate's behavioral pattern with the job target for a specific position. These questions are designed to confirm a candidate's behavioral fit with a job target and/or explore areas of difference between the candidate's behavioral pattern and the job target.

The following questions have been generated by The Predictive Index based on Sonia's behavioral drives and needs when compared to the behavioral needs of the job Sonia has applied for. To learn more about The Predictive Index behavioral interviewing, visit the Interview Playbook at playbook.predictiveindex.com

BEHAVIORAL COMPARISON - CANDIDATE VS JOB

Collaborative: [Candidate: A, Job: B]
 Reserved: [Candidate: C, Job: D]
 Driving: [Candidate: D, Job: A]
 Flexible: [Candidate: B, Job: C]

is a Venturer.
 A Venturer is a self-starting, self-motivating, and goal-oriented risk-taker.

Strengths:
 Self-starter, self-motivator, takes initiative
 Results and goal oriented, fast, intense
 Independent generalist, freedom from structure

Caution Areas:
 Can appear tough-minded and directive
 May be dissatisfied or uncomfortable working under close supervision
 Probably won't adhere to structure or direction

BEHAVIORAL INTERVIEW QUESTIONS

⚠️ Area(s) of potential behavioral misalignment with job target. Use these questions to EXPLORE if the candidate can behaviorally adapt to the job.

Describe a situation when you served as a team member, rather than leading the team.

Describe a time when you had to withhold your own opinion to better understand those held by others.

SECOND INTERVIEW - BEHAVIORAL INTERVIEW




- **Who**
 - All key stakeholders encouraged to attend final onsite interview


- **How**
 - Partner with Talent Acquisition to schedule second interviews onsite to include an office tour
 - Use the **Predictive Index Interview Guide** when conducting the second interview


- **Why**
 - Behavioral questions designed to confirm a candidate's fit within a job target and/or explore areas of difference between the candidate's behavioral pattern with the job target for a specific position.
 - The questions are generated to help you dig deeper into how a candidate reacts in different situations to understand if they would be a good fit for the position.

- **When**
 - Following the first interview & once the candidate has completed PI Behavioral Assessment

Candidate Interview Guide

 [REDACTED]

 Store Manager - Final

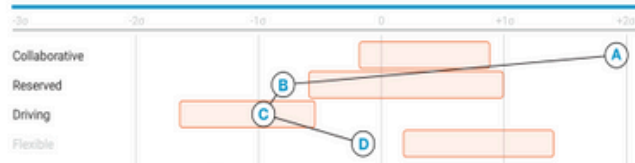



INTERVIEWER'S GUIDE TO USING THIS KIT

The Interview Guide is meant to help interviewers by suggesting questions generated by comparing a candidate's behavioral pattern with the job target for a specific position. These questions are designed to confirm a candidate's behavioral fit with a job target and/or explore areas of difference between the candidate's behavioral pattern and the job target.

The following questions have been generated by The Predictive Index based on [REDACTED] compared to the behavioral needs of the job [REDACTED] has applied for. To learn more about interviewing, visit the Interview Playbook at playbook.predictiveindex.com

BEHAVIORAL COMPARISON - CANDIDATE VS JOB




 **is a Venturer.**

A Venturer is a self-starting, self-motivating, and goal-oriented individual.

<p>Strengths: Self-starter, self-motivator, takes initiative Results and goal oriented, fast, intense</p>	<p>Cautions: Can be impatient May be over-assertive Probable to be independent</p>
--	---

Independent generalist, freedom from structure

 Area(s) of potential behavioral misalignment with job target. Use the questions below to explore how the candidate can behaviorally adapt to the job.

Describe a situation when you served as a team member, rather than leading

Describe a time when you had to withhold your own opinion to better understand

Second Interview - Behavioral Questions

Rate Candidate

How do you rate this candidate?

1
Not a fit

2


3


4


5
Perfect fit

Recommendation

Would you recommend this candidate?

 Not Now

 Recommend

 Not Recommend

Additional Questions

Use a minimum of 2 questions from the candidates Predictive Index Behavioral Assessment Interview Guide and input your notes in the below space.

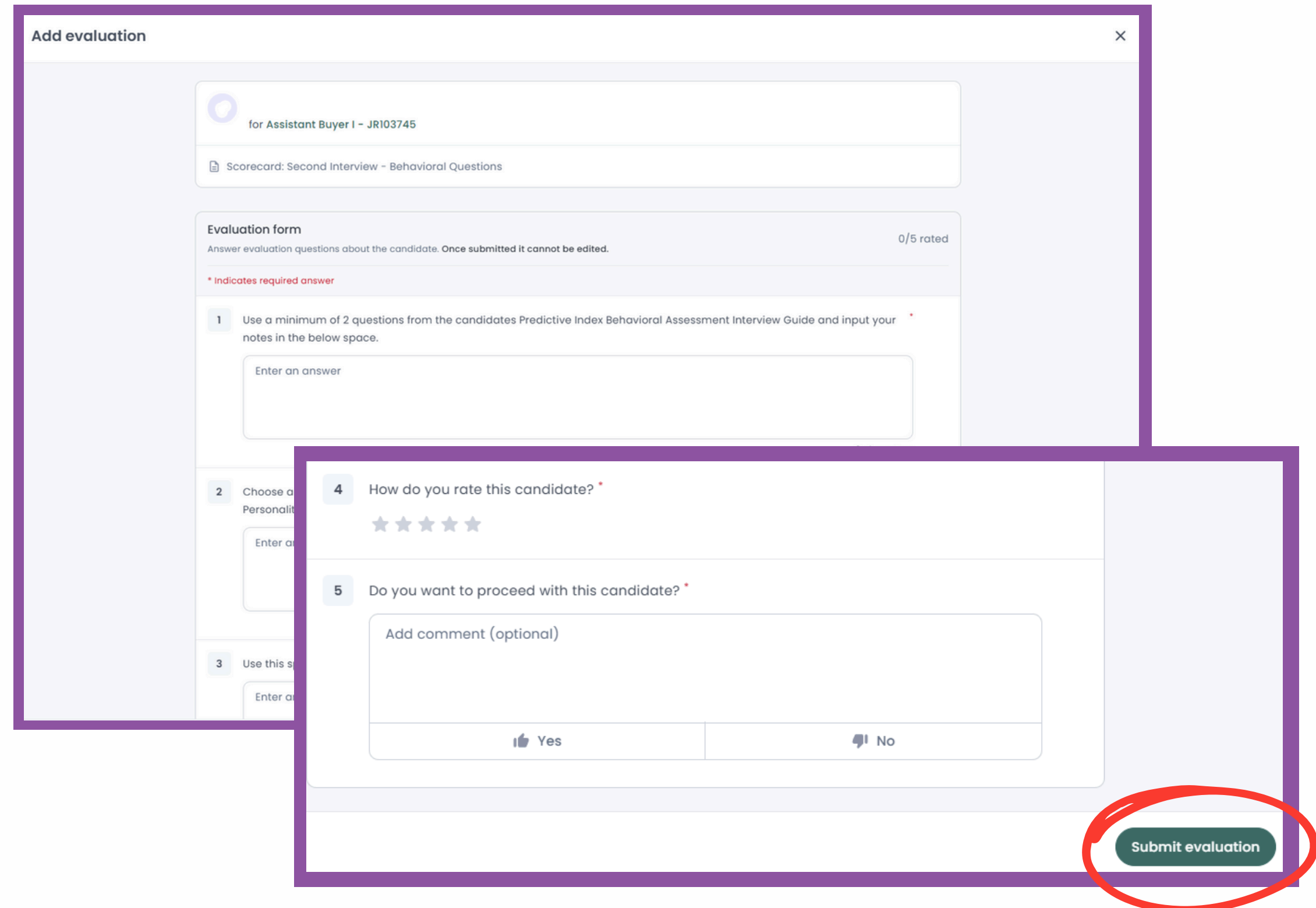
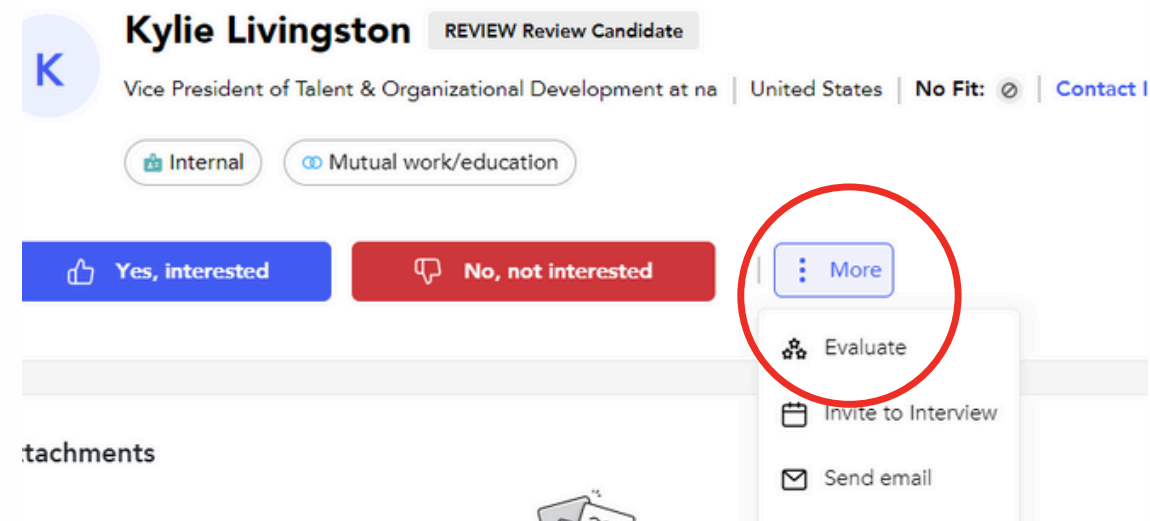
Choose a minimum of 2 skill competencies from the following list to ask the candidate about.
Retail Experience, Personality/Integrity, Organization, Leadership Style, Prioritization, Planning, Coaching, Performance Management/Accountability, Self-Awareness, Communication.

Use this space to make any additional notes from the interview. (optional)

SECOND INTERVIEW EVALUATION

1. At the time of the second interview, open the **Second Interview Evaluation form** in Phenom. On the candidates profile, select **More** and choose **Evaluate**.

2. During the interview, use questions from the Predictive Index Behavioral Interview guide to ask your candidate. Make notes in Phenom on the Evaluation. **Submit your Evaluation** once the interview has concluded.



READY TO MAKE AN OFFER?



- **Who**
 - Hiring leaders, gain final approval from your leader(s)
 - Partner with Talent Acquisition on how to present the official offer
- **Why**
 - Ensures alignment and awareness across the department
 - Consistency in communication and determining final candidate
- **When**
 - Upon completion of final interviews
 - Best, most qualified candidate has been identified
- **How**
 - If needed, gain final approval from your leader(s) use the outline to include a recap of key information
 - Make a verbal offer to the candidate

Offer Approval Outline

Offer Approval: [Candidate Name, Position] — □ ×

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Offer Approval: [Candidate Name, Position] Draft saved at 12:04 PM

- **Position:**
- **Proposed Start Date:**
- **Proposed Pay Rate:**

Yes/No and short example for the following.

- **Wants It**
- **Gets It**
- **Has Capacity**
- **Plays Hard**
- **Questions Everything**
- **Fails Forward**

Bulleted list using skill competencies (Retail experience, Personality/Integrity, Organization, Leadership Style, Prioritization, Planning, Coaching, Performance Management/Accountability, Self-Awareness, Communication, etc.)

- **Strengths:**
- **Opportunities:**
- **Resume (Attach)**
- **PI Overview [Link]**
- **Linked In: [Link]**

Do you have any questions?

