

Hire Better Faster

Hire Better, Faster — The Complete Series

1

When to Hire

Decision framework and cost of delay

2

Who to Hire

Org structure and role clarity

3

Position Descriptions

The performance contract

4

DISC Profiling

Hiring for behavioural fit

5

Pay Rates and Scales

Legal, competitive, and structured

6

The Job Advert

Four formats, one great candidate

7

Group Interviews

Structured process and scorecards

8

Reference Checks

The questions referees don't expect

9

Induction Plan

30-60-90 days and setting them up to win

SESSION 1

When to Hire

Making the right decision before anything else happens

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Most business owners hire out of pain, not strategy. This session makes sure the decision to hire is the right one before a single ad is written.

— Business Maximiser Coaching

BLOCK 1

The Four Hiring Triggers

The Four Hiring Triggers — Which One Applies to You?

1 New Role — a function the business has never had before

2 Replacement — someone has left and the role must be filled

3 Growth Hire — pipeline justifies adding headcount now

4 Backfill — a key person is moving up and their old role is open

BLOCK 2

When to Hire Your Next Employee

The Four Signals That Tell You It Is Time

Turning Work Away

You are declining jobs or extending lead times because you lack the people to deliver

Owner Below Hourly Rate

You are doing tasks that a team member could do at a fraction of your effective hourly rate

Key Role Vacant

A gap exists in the team that is directly costing revenue or damaging service quality

Pipeline Justifies It

Forward bookings and revenue trends support the additional fixed cost of a new hire

Calculate the Cost of Delaying

Revenue lost per week while the gap exists	<hr/> <hr/>
Owner hours spent on tasks the hire would absorb	<hr/> <hr/>
My effective hourly rate (revenue / hours worked)	<hr/> <hr/>
Value of owner time lost per week	<hr/> <hr/>
Total weekly cost of NOT hiring	<hr/> <hr/>
Total monthly cost of NOT hiring	<hr/> <hr/>

Weekly cost formula: Revenue lost + (Owner hours on low-value tasks x your hourly rate). If the monthly cost of delay is higher than the first month payroll of the hire, the hire is already overdue.

BLOCK 3

The Cost of a Bad Hire

The True Cost of Getting It Wrong

Recruitment Time

40–80 hrs

Ads, screening, interviews

Onboarding Cost

\$5–15K

Training, supervision, mistakes

Lost Productivity

3–6 months

Before they reach full output

Team Disruption

Priceless

Morale, culture, management load

BLOCK 4

The 5 Core Reasons People Leave

Before You Hire — Is Your Business Ready to Retain Them?

1

Recruitment — you hired the wrong person for the role or the culture

2

Leadership and Engagement — good people disengage when no one cares

3

Culture and Environment — it did not feel like a place worth staying

4

Pay, Growth and Opportunity — they saw no future here

5

Owner and Self-Reflection — chaos at the top creates cracks at the bottom

Hiring Decision Worksheet

Complete the one-page Hiring Decision Worksheet:

1. Identify your hiring trigger type (new role, replacement, growth, or backfill)
2. List the tasks currently falling through the gap
3. Calculate your cost-of-delay: what is this vacancy costing per week?
4. Make a clear yes/no hire decision with your reasoning written down

20 minutes

KEY TAKEAWAY

Hire from strategy, not pain. If you cannot clearly answer why you are hiring and what it costs not to, you are not ready to write a job description.

NEXT SESSION

Session 2 — Who to Hire and Organisational Structure