SKILLS PILOT-TO-SCALE SYSTEM™

Skills Pilot Design Canvas

A one-page working tool for designing a pilot that validates a repeatable workforce decision cycle.

How to use Complete left to right. Start with the workforce decision, then work backward to the skills signals, confidence threshold, operating workflow, and scale hypothesis.

Pilot name: _____

1 ANCHOR THE DECISION

1 Business problem

What business constraint or opportunity makes this pilot worth doing now?

2 Workforce decision

What one recurring workforce decision should skills intelligence improve?

3 Decision owner & cadence

Who makes the decision today, who has authority, and how often does it occur?

2 DESIGN THE OPERATING PATTERN

4 Pilot boundary

What is the smallest useful population, role family, business unit, or work segment?

5 Skills signals & evidence

Which skill, proficiency, experience, assessment, manager, work-output, or inference signals are needed?

6 Confidence threshold

How trusted must each signal be for this decision, given its consequence and risk?

3 PROVE THE SCALE LOGIC

7 Decision workflow

What happens when the signal appears? Name the handoffs, actions, and escalation path.

8 Outcome evidence

How will the pilot prove the decision improved—not just that activity occurred?

9 Scaling hypothesis

What must prove reusable before this pilot should expand?

Minimum standard: one decision • one owner • one operating cadence • explicit evidence standard • observable action • measurable outcome • named scale constraint

PILOT DESIGN GUIDE

Use the canvas to prevent pilot theater

A scalable pilot proves that skills intelligence can improve a consequential workforce decision in a repeatable way.

15-minute working sequence

1. **State the decision**
   Write the actual decision in plain language. Avoid "build a skills inventory."
2. **Constrain the pilot**
   Select the smallest population where the decision is real and valuable.
3. **Map signal to evidence**
   Name what must be known, where evidence comes from, and how confidence is established.
4. **Define action**
   Specify the workflow, owner, cadence, and next step triggered by the signal.
5. **Write the scale hypothesis**
   Describe what must be reusable before expansion should be approved.

Completion standard

Do not launch the pilot until the team can answer each item clearly.

- [ ] The decision is specific enough that two leaders would describe it the same way.
- [ ] The business value is consequential enough to justify the operating burden.
- [ ] The data/evidence standard matches the consequence of the decision.
- [ ] The pilot includes an action workflow, not just a dashboard or profile activity.
- [ ] Decision rights and escalation paths are explicit.
- [ ] Metrics include decision quality, speed, confidence, consistency, or business impact.
- [ ] The team has named what must be reusable to scale.

Gate: if the decision, confidence threshold, or scale hypothesis is unclear, redesign before launch.

Example: internal mobility pilot

DECISION	Which supply chain analysts are ready to move into AI-enabled planning roles within 90 days?
SIGNALS	Validated planning, data, stakeholder influence, and AI fluency skills; project evidence; manager input.
CONFIDENCE	Moderate-high confidence required before shortlisting; human review required before assignment.
WORKFLOW	Monthly review of eligible employees → manager validation → talent review → development or placement action.
OUTCOME	Faster internal shortlist, higher internal fill, reduced external search dependency, clearer readiness gaps.
SCALE HYPOTHESIS	Manager validation and talent review can run monthly without excessive manual effort or inconsistent standards.

Design principle: prove the operating pattern before expanding the enterprise vision.