

HIRING BRIEF TEMPLATE

Hire for the Outcome, Not the Resume

Get clear on what winning looks like before the first interview.

WHY THIS MATTERS

Most companies hire for personality and fire for performance. This brief forces clarity on outcomes before the first interview, so you hire the right person for the right stage of your Accountability Map.

THE ROLE

Field	Your answer
Role Title	
Engine Stage (from your Accountability Map)	
Power Stage? (Y/N)	
Reporting To	
Target Start Date	
Compensation Range	
Number of Direct Reports	



3 KEY OUTCOMES · METRIC, MILESTONE, OR BEHAVIORAL STANDARD (AVOID VAGUE LANGUAGE)

#	Outcome · what does success look like at Day 90?
1	
2	
3	

MUST-HAVE SKILLS · WRITE HOW YOU WILL VERIFY EACH, NOT JUST WHAT IT IS

Skill / Experience	Why It Matters Here	How You Will Verify It
<i>Production scheduling</i>	<i>Owns Stage 4, non-negotiable</i>	<i>Work sample: build a 2-week schedule</i>



RED FLAGS · DEAL-BREAKERS TO SCREEN FOR EARLY

Red Flag / Disqualifier	How it usually shows up in interviews
<i>Cannot explain past failures</i>	<i>Deflects with the team did not execute</i>

THE PART MOST FOUNDERS SKIP

A perfect brief still burns the hire if you drop them into a stage with no SOP and no real authority. The best people do not fix a broken system, they absorb it and then leave. Before you post the role, make sure the stage it owns is documented and the decision rights are real. Hire into a system, not a gap.

NEXT

Do not post the job until this brief is complete and reviewed by someone who has hired for this role before.

Want the stage documented before you hire into it? Scan the code or visit freedomsystems.biz to book a 30-minute diagnostic.

