

PAS Job Description Canvas

Job hunter: use this canvas to define your ideal job then share with potential employers.

Employer: use this canvas to define the role and the ideal candidate.



1a. Job Title	2. Why?	3. For Whom?
What is the role called?	What is the reason for having this role? What is your contribution to the overall success? What value does this role bring (to the organization, customers, users, or other stakeholders)?	Whom do you provide service to? Who will benefit from your work, directly or indirectly? Who do you report to?
1b. One-Line Description		
In one short sentence, what is the purpose of this role?		
4. Measures of Success	5. Supported by	6. Why you?
How will you know you are succeeding?	Who is in your team? Who else will support you? Who is considered a peer in the organization?	What are the key benefits you bring? What special skills and experience do you bring to the job?
7. What?	8. What Not?	9. What Else?
What do you expect to be part of the job?	What is excluded from this job?	What other important factors need highlighting? E.g. <ul style="list-style-type: none"> • Duration and intensity? • Level in the organization? • Compensation & benefits?

