Competency Modeling Workshop

Instructions: In your group, identify 1-2 competencies within your competency group (core, occupation-specific, leadership). Define the competency, then break it down into 1-3 work behaviors.

\*If you have time, you may start to write behavioral indicators. (Use the verbs in the parentheses under each proficiency level to guide the statements for behavioral indicators).

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| **Competency** | | |
| **Behavioral Definition** |  | |
| **Work Behaviors** |  | |
| **Proficiency Level** | Definition | Behavioral Indicators |
| **Level 5 – Expert**  (Leads, Serves as key resource) | * Applies the competency in exceptionally difficult situations * Serves as a key resource and advises others |  |
| **Level 4 – Advanced** (Manages, Coordinates, Communicates externally) | * Applies the competency in considerably difficult situations * Generally requires little or no guidance |  |
| **Level 3 – Intermediate** (Analyzes, Reports, Completes) | * Applies the competency in difficult situations * Requires occasional guidance |  |
| **Level 2 – Basic**  (Supports others by, Interprets, Identifies) | * Applies the competency in somewhat difficult situations * Requires frequent guidance |  |
| **Level 1 – Awareness**  (Reads, Observes, Listens) | * Applies the competency in the simplest situations * Requires close and extensive guidance |  |

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