

# CORE COMPETENCIES – What are they & How to rate them

## Professionalism

**Includes Self Awareness, Working with Others, Relationship with Supervisor, Gives & Receives Feedback, and Role Modeling:** Exhibits confidence in self and others; inspires respect and fosters a unified culture of pride, continuous development and excellence. Acts on behalf of the team and motivates others through behavior modeling and encouragement. Balances team and individual responsibilities. Is cooperative and open to others' views.

### ➤ Rating: Not Meeting Expectations

#### Behavioral Description:

- Is rarely helpful to the rest of the team, unit, or organization in getting work done or in cooperating with others. Sometimes chills the efforts of the larger group by hesitating to get involved, refusing to help, or pointing out reasons why efforts will fail. Withholds resources and information from others. Is more comfortable following, rather than leading. Is very concerned about what others say or think.
- Is such a team player that own performance sometimes suffers. In taking time and energy helping others succeed, sometimes runs out of time and resources for own work. Is not be tolerant of other people's ways of doing things. Chooses to strongly lead when other, more team-based tactics, would do as well or better. Is so focused on gratifying own needs for power or control that others do not willingly follow, resulting in a negative culture of compliance and low morale.

### ➤ Rating: Needs Some Improvement

#### Behavioral Description:

- Sometimes helps the rest of the team, but does not usually volunteer. Offers limited cooperation with others. Tends to keep to themselves and does not consistently share expertise, knowledge and information. Rarely leads an initiative. Avoids challenges, rather than embracing them.

### ➤ Rating: Fully Meets Expectations

#### Behavioral Description:

- Is a solid member of the team who can be counted upon to help the rest of the team or other units in getting work done. Cooperates with others, and takes others' input into account in implementing projects. Exhibits positive, respectful team behavior, aiming for excellence and pride in work. Sometimes volunteers to lead an initiative.

### ➤ Rating: Fully Meets & Often Exceeds Expectations

#### Behavioral Description:

- Is a strong member of the team who consistently helps and cooperates with others. Freely shares expertise, knowledge and information with others, and openly seeks and accepts their input. Frequently volunteers to lead challenging initiatives. Motivates and inspires others to high levels of performance and development.

### ➤ Rating: Consistently Exceeds Expectations

#### Behavioral Description:

- Is consistently helpful and proactive with the rest of the team/other units. Is among the first to volunteer to help others succeed without neglecting own work. Shares freely to support the team or organization. Is a model of sharing, caring and cooperation. Relishes leading, and is looked to for direction in a crisis. Faces adversity head on, and is energized by tough challenges. Inspires others to exceed their own expectations. Models dignity, respect and a humble approach to learning and leadership.