Leadership and Management (Competency) Framework

Name:

COMPETENCY FRAMEWORK FOR MANAGERS

The competencies for managers are listed below. Identify which are **essential** for the job and which are **desirable**, and mark each competency below with an 'E' or a 'D'.
Score each interview with your assessment: **4** Exceeds Requirement, **3** Meets Requirement, **2** Almost Meets Requirement, **1** Requirement Not Met.

COMPETENCY	COMMENTS AND ASSESSMENT	SCORE
Being customer focused Identifying, understanding and giving priority to meeting the needs of internal and external customers, to provide the highest standards of service from the organisation.		
Influencing others Developing and using a range of strategies to influence and/or persuade others, in order to gain acceptance and commitment.		
Leading developing and managing people Providing excellent leadership to help people perform at their best, through motivating and developing them to achieve high performance.		
Managing finances and resources Ensuring value for money by managing and monitoring budgets and making the best use of resources, within and outside the organisation.		
Planning and organising Planning, prioritising and organising effectively to provide excellent services from the organisation.		
Problem-solving and decision making Identifying and solving problems using insight and creativity, and making decisions which best fit the organisations strategy and objectives.		

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Pursuing professional excellence Pursuing excellence in line with the delivery of the organisation's strategy and objectives. This includes contact with professional bodies, and working within appropriate legislative and regulatory requirements.	
Embracing the need for change Recognising and responding positively to the need for change, and seeking out opportunities to fulfil the need for change to improve our performance.	
Thinking and acting strategically Seeing the 'big picture' and harnessing ideas and opportunities to achieve the organisation's vision. Encouraging people to contribute ideas.	
Additional questions	
Other assessments (e.g. personal appearance, personality profile etc)	

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Summary

Strengths:	Development needs:

General Summary: