

Physio specific competencies:

Expert (commitment to quality, research and analysis)

Communicator (Communication)

Collaborator (Teamwork)

Manager (personal management, managing info, project task management, teamwork)

Advocate (social responsibility)

Scholarly Practitioner (continuous learning)

Professional (professional behaviour)

UVic 10 Core Competencies:

Personal management

Communication

Managing info

Research and Analysis

Project and task management

Teamwork

Commitment to quality

Professional behaviour

Social responsibility

Continuous learning

Competency Name: Personal Management

Description of competency: understanding yourself and being conscious of the implications of your interactions with others.

- act with honesty, integrity and personal ethics
- recognize your personal efforts and the efforts of others
- acknowledge diverse opinions and accept differences
- manage your personal health and emotional well-being
- take responsibility and demonstrate resiliency and accountability for yourself
- plan and manage your personal time, finances and other resources
- assess, weigh and manage risk in the face of uncertainty
- recognize your strengths and areas for improvement
- adapt to new environments and cultures

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:		X			

Where and how I have demonstrated this competency:

- Always being upfront and honest with management about my conduct, even when I am being encouraged by staff to do otherwise.
- Recognizing that there may be several solutions to a problem and using what influence I have to ensure everybody gets their opinion heard.
- Acknowledging that sustained physical activity is critical to my mental health and being intentional about fitting it into my schedule.
- Owning my role in a mistake when a customer is upset about service and committing to improvement.
- Re-arranging my delivery route to reach customers with more urgent demands before others.
- Keeping a journal assessing the positives and negatives of my performance regarding relevant experiences
- Actively seeking out new cultures and environments through world travel

Why I have chosen this competency rating:

- Improvement is needed in terms of recognizing the efforts of others. I compliment people fairly often but need to specifically highlight the effort people have put in rather than merely seeing the end result of that effort.

- Much improvement needed in managing my personal time. Balancing my family, academic career, part-time job, social life and monitoring my own personal health can feel overwhelming at times.

What are my competency gaps?

- I need to become more disciplined and organized regarding time management.
- I could improve my assessment of how long different tasks will take me.
- It is important that I am more consistent with recognizing the effort of others.

How I plan to address these gaps in the future:

- Build a schedule for the week that includes time spent in classes, doing homework, working, volunteering, and being active with the central focus being my family.
- Modify schedule as necessary after receiving feedback from my family and assessing performance in the above areas.
- Making an effort to talk through a process of events that yielded a particular result, giving me opportunities to recognize the work that others put in to a project.
- Establish a daily routine of greeting my wife and daughter then identifying and acknowledging something my wife has done for our family that day, as soon as I get home.

Competency Name: Communication

Description of competency: being comfortable using a broad range of communication styles, and choosing appropriate, effective ways to communicate to different audiences in diverse situations.

- communicate in a respectful tone and manner
- listen actively and communicate effectively with others
- write clearly and accurately in a variety of contexts and formats
- listen and ask questions to understand other people’s viewpoints
- communicate issues promptly
- are aware of and responsive to verbal and non-verbal communication styles
- recognize cultural differences in communication
- use effective cross-cultural communication skills

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:		X			

Where and how I have demonstrated this competency:

- Maintaining composure and respectful dialogue with customers at work or residents at Glengarry Hospital.
- Utilizing a variety of different mediums from blogs to research papers to communicate written ideas, arguments, and experiences.
- Asking professors at university, customers at work, residents and staff at Glengarry hospital, and clients and staff at NeuroMotion clarifying questions to further my own understanding of present situations.
- Communicating problems with treatment of employees to management.
- Communicating the impact of family obligations to my then-pregnant wife and future daughter on academic performance before any of the courses started.
- Recognizing from body posture or behaviour when someone needs a hand, needs some space, or needs encouragement
- Travel through over 20 countries where English was not the predominant language used.

Why I have chosen this competency rating:

- I have worked diligently at improving my communication skills and have seen improvement and growth over the last 10 years
- I am not consistent at listening actively and would like to be proficient at this

What are my competency gaps?

- Listening actively is still not consistent enough. At times, I find myself formulating a question based on something the person has said instead of staying focused on what they are currently communicating.
- Maintaining composure for long durations still requires considerable effort
- Still get nervous about public speaking

How I plan to address these gaps in the future:

- Try to adopt a body posture that communicates that I am actively listening
- Adopt a few mindfulness exercises into my weekly routine to learn how to be more present and calm in general but specifically when people are talking
- Review the characteristics and attributes that I am confident about prior to speaking publically

Competency Name: Managing Information

Description of competency: being able to think critically and gather, sort, store and use information to turn data into knowledge.

- research and interpret relevant information from a range of sources
- review, retain and apply ideas
- evaluate the validity and bias of information
- use gathered data to draw conclusions or to create new sources of information that can be shared with others
- document your sources of information
- use appropriate technology to find and process information
- assess, weigh and manage risk in the face of uncertainty
- recognize your strengths and areas to improve
- adapt to new environments and cultures

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:			X		

Where and how I have demonstrated this competency:

- Writing research papers, essays, and presentations including a variety of information from a number of different sources
- Studying for cumulative final exams
- Filling out self-evaluation surveys in courses and online
- World travel including immersion in to local cultures and customs in several countries

Why I have chosen this competency rating:

- While I can accomplish most of the bullet points above, it does not come naturally to me and always requires considerable time and effort.
- Some of the bullet points above co-rely on other competencies that I have greater development in thus allowing me to accomplish them more easily than others
- University has forced me to learn a good number of these skills and I have honed them over the course of my undergrad degree.

What are my competency gaps?

- Researching and interpreting information is time consuming for me and not necessarily enjoyable. I have built a great appreciation for meta-analyses.

- Currently, reviewing, retaining, and applying ideas are skills that I am intentionally focusing on, though they are still not as developed as what I would like.

How I plan to address these gaps in the future:

- Investigate how I best encode, process, and recall information (audio, visual imagery, written, etc.) and tailor my studies methods to my strengths.
- Continue putting in the time and effort that it takes to produce quality Papers, essays and presentations.

Competency Name: Research and Analysis

Description of competency: using information from a variety of sources—including personal experience and your own observations—to identify options and solve problems.

- recognize the human, interpersonal and technical sides of a problem
- access, analyze and apply knowledge and skills from various fields
- think critically and strategically
- apply knowledge and skills from past experiences to new situations
- assess situations and identify problems
- explore possible solutions in an innovative and creative way
- evaluate solutions to make decisions

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:		X			

Where and how I have demonstrated this competency:

- Serving as a shop steward for 2 years on the railway
- Researching the best possible options then designing a school schedule based that optimized my time at school and my time at home
- Troubleshooting mechanical problems in vehicles
- Designing and fabricating a work bench for jewellery making
- Designing and fabricating a hydraulic press for jewellery making
- Wiring a shed with electrical for lights, refrigerator, and power outlets

Why I have chosen this competency rating:

- I analyse most everything in my life to see how to optimize many things but in particular, efficiency.
- I am fairly experienced in finding creative solutions to problems encountered in any of the projects I have undertaken.
- Sorting through optional solutions for potential problems in order to identify the most optimal option seems to be a very natural process for me, at least within the contexts I have been exposed to.
- I frequently draw heavily on past experiences, be they solutions I have found or mistakes I have made, to navigate through a problem.

What are my competency gaps?

- If I have not been exposed to problem solving in a specific context, it can take a while for me to adjust my problem solving skills to the new environment
- There are times when I have not identified the obvious solution to a problem because I was viewing it from more of a “details” and not a “big picture” perspective.

How I plan to address these gaps in the future:

- Explore the themes of my problem solving methods to make it easier to apply them to unfamiliar situations and environments
- Be intentional about “taking a step back” and viewing the problem from a different perspective.

Competency Name: Project and Task Management

Description of competency: planning, implementing, managing and measuring projects and tasks in a timely and directed manner.

- plan and carry out projects with well-defined goals and outcomes
- determine appropriate implementation strategies, tools and technologies
- adapt to changing work priorities and workplace practices
- use a range of assessment techniques to monitor a project or task
- establish priorities to meet deadlines
- carry out multiple tasks or projects at the same time

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:				X	

Where and how I have demonstrated this competency:

- Building a homework schedule
- Creating a running list of projects due and constantly rearranging the list based on priority.

Why I have chosen this competency rating:

- Many of this competencies descriptors are things I struggle with
- I have only recently realized the theme surrounding these tasks that I have difficulty completing and am making a concerted effort to become more proficient in this competency
- There are a few instances where I demonstrate some proficiency in this competency, though this seems to be restricted to academic pursuits, currently.

What are my competency gaps?

- Accomplishing tasks shortly before they are due
- I have a strong drive to finish something that I started and find multitasking or switching focus back and forth between several tasks frustrating
- I don't adapt well enough to a dynamic, multiple-task work structure
- The methods that I use to monitor my own progress are not extensive

How I plan to address these gaps in the future:

- Intentionally stepping away from the details and "checking-in" with the bigger picture
- Organize each new task in terms of classification, target, priority, and collaborators.

Competency Name: Teamwork

Description of competency: working cooperatively and collaboratively with others to achieve collective goals.

- work within the dynamics of a group
- show commitment to the team's purpose and goals
- accept and provide feedback in a constructive and considerate ways
- share information and encourage others to do the same
- support and motivate the group to perform at its best
- recognize the role of conflict when appropriate

- build professional relationships
- show accountability to the team and follow through on your commitments
- work effectively with different personalities across a variety of social and professional situations
- consider diverse, cross-cultural perspectives and working styles

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:		X			

Where and how I have demonstrated this competency:

- working on a treeplanting crew set up/task down camp, tree transfer or finishing a contract.
- As a member of a 28 person team of students doing charity work, community building, and conflict transformation studies in South Africa and Uganda.
- Working on a 3-man crew as a pipelayer
- Serving as a shop steward on the railway, with a mandate to improve employee relations between two divisions.
- Playing on several teams in hockey, soccer, baseball, football, basketball etc.
- Serving as a member of a church board
- Participating in performance evaluations at work
- Giving presentations with fellow students at university
- Volunteering in a hospital setting and working with caregivers and patients to progress towards goals

Why I have chosen this competency rating:

- I follow through on my commitments to the team
- I have a number of years experience working in a team setting and have been fortunate enough to learn from mistakes and successes
- I look forward to tackling challenges as a team and encourage team members throughout the process
- I am open to constructive criticism and see it as the single most effective means to improve my contribution as a team member
- I have an educational foundation and practical experience in conflict transformation and have heavily drawn on both to help a team progress towards a goal

What are my competency gaps?

- In the past, I have not perceived the working dynamic of the group as fast as I would have liked.

- If tasks are divided and delegated to individuals within the group, I can have a tendency to get very focused on completing my task and should check in with other members more often to see how they are doing.

How I plan to address these gaps in the future:

- Intentionally stepping away from the details and “checking-in” with the bigger picture
- Taking a minute to assess where the group’s needs are and what I am best suited to instead of volunteering for the first task I identify on the to-do list.

Competency Name: Commitment to Quality

Description of competency: take pride in your work and strive for excellence to achieve the best possible results.

- look for opportunities to improve your work practices
- generate ideas for improvement
- pay attention to the quality of your work
- persist when difficulties arise
- try innovative ways to get things done
- consider situations from new perspectives
- evaluate work results for effectiveness

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:			X		

Where and how I have demonstrated this competency:

- Participating in performance evaluations at work
- Spending about the same amount of time editing a paper as it took to write it
- Replanting only once in a 4 year treeplanting career
- Transforming various operations and methodologies over 5 years on the railway
- Consistently evaluating results in any fabrication, mechanical, or maintenance projects
- Following through on completing projects in the face of time constraints, design problems, or material failure.

Why I have chosen this competency rating:

- I am not as consistent at seeking out innovative ways to accomplish tasks as I'd like.
- While I evaluate the results from projects that involve working with my hands, I am not consistent at evaluating results in tasks that are more theoretical and less practical.
- I sometimes find that paying attention to the quality of my work becomes my primary focus, thus making it difficult to be innovative and consider things from new perspectives.

What are my competency gaps?

- Not considering situations from new perspectives frequently enough
- Evaluating results from all types of tasks
- Getting too focused on details and quality, decreasing attention to evaluating results, innovation, and looking at the situation from different perspectives

How I plan to address these gaps in the future:

- Be more consistent with tracking progress of projects and tasks so I can track not only how the project is progressing but also address mistakes I have made with innovative ways to avoid the same pitfall in the future
- Get a trusted peer or friend to review my work to identify any issues or merely offer a different set of eyes to a situation

Competency Name: Professional Behaviour

Description of competency: using sound judgment to meet or exceed your guidelines, standards and expectations.

- follow workplace policies (e.g. health and safety, equity, harassment and confidentiality)
- recognize your rights and responsibilities
- respect federal and provincial laws related to workplace policies and procedures
- abide by the standards of practice recognized in your field

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:		X			

Where and how I have demonstrated this competency:

- Taking stewarding courses to learn my rights and responsibilities as an employee on the railway
- Taking a food safe handling course to ensure proper practices and handling of product as a delivery driver
- Receiving good performance reviews in all workplaces that conducted them
- Talking with fellow workers about upholding a standard of professional behaviour when situations called for it

Why I have chosen this competency rating:

- I cannot recall an instance where my professionalism was questioned
- Pleading the case of an employee that I did not see eye to eye with, with the same effort and tenacity, as I would have for a friend.

What are my competency gaps?

- I too often rely on an employer or superior to bring the expectations of professional behaviour (workplace policies etc.) to me instead of seeking them out independently

How I plan to address these gaps in the future:

- Make a priority of addressing professional behaviour in the initial stages of employment or admission into a new academic institution

Competency Name: Social Responsibility

Description of competency: recognizing how your beliefs, ethics and actions fit within the context of a greater community.

- know your personal convictions and strive to put them into practice
- accept responsibility for your own actions
- show a respect for others' rights and diverse ideas
- commit to personal, professional and academic honesty
- choose ethical courses of action
- contribute to your local, national and international community
- build relationships without prejudice
- consider the global implications of your decisions

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:			X		

Where and how I have demonstrated this competency:

- Raising my daughter in such a way that imparts the values, convictions and beliefs that will help her grow into a woman of character and a contributing member to her sphere of influence
- Apologizing and redressing for errors I have made
- Being intentional about not interrupting someone while they are stating their point of view
- Completing my own work instead of relying on others efforts
- Shopping as locally as possible
- Making an effort to see situations from other people's perspectives and being open-minded
- Spending fairly substantial amounts of time in unfamiliar cultures and enjoying the privilege of observing such diversity
- Volunteering my time with kids, seniors, and individuals with neurological injuries

Why I have chosen this competency rating:

- While I do feel like I have a good grasp of what this competency entails, I must admit that I have been less active socially than some people around me.
- However, I have been fortunate to develop relationships with a diverse group of people over the years

What are my competency gaps?

- I do not have a particular social cause that I contribute time and effort to
- My social contributions have been quite varied and some might say that shows a lack of focus

How I plan to address these gaps in the future:

- Identify an organization that I resonate strongly with and can make a long-term commitment to
- Read the paper to increase my awareness of socially relevant events

Competency Name: Continuous Learning

Description of competency: using, pursuing and applying new knowledge and skills in all of your experiences.

- set and pursue personal and educational goals

- access learning sources and opportunities
- show a willingness to continuously learn and grow
- learn from your mistakes and successes
- seek feedback from others and accept constructive feedback
- stay current with techniques and technologies in your field

Level	Exemplary	Accomplished	Developing	Beginning	No Demonstrated Achievement
Rating:			X		

Where and how I have demonstrated this competency:

- Returning to University at the age of 30
- Identifying my learning style and developing study practices to play to my strengths
- Meeting with professors after final exams to try and clarify material that I did not demonstrate understanding in
- Being able to identify mistakes in the past and the lessons I learned from making them
- Seeing value in past mistakes rather than mere regret
- Participating in performance evaluations at work
- Volunteering at a facility that is continuously evaluating new technologies to better serve their clients

Why I have chosen this competency rating:

- I left a very secure and profitable career on the railway to enter academia and actively pursue a new career
- I feel I have a fairly critical view of past experiences and seek to learn lessons from successes and failures
- In the summer months or holidays I admit my focus shifts to my family and away from learning in the traditional sense

What are my competency gaps?

- I could be more active in seeking out new techniques and technologies, especially since it is something I generally have considerable interest in when I come across it
- I feel like I receive constructive feedback quite well but I could put more effort into actively seeking it out
- Balancing my passion for learning about the human body and my passion for my little family will always result in the time and effort being invested in my

family. I want to be fully present and focus on work when I am at work and be fully present and focus on family when I am at home.

How I plan to address these gaps in the future:

- Do a little research to brush up on what new technologies and techniques are out there. Maybe by subscribing to a relevant magazine or journal
- Make a habit of seeking out superiors every 3 months to get feedback on my performance