

Supervision Competency Assessment

Preparation to become a successful supervisor includes identifying areas in which you excel and areas in which you need to further develop. According to recent research the 25 supervision competencies listed below are labeled as fundamental proficiencies necessary for well-rounded supervisors.

The list below has been separated into two tiers: Tier I (*Interpersonal Competencies*), includes proficiencies associated with relationships between others. Tier II (*Institutional Competencies*), refers to knowledge of policies and procedures that may change based upon each institution. Reflecting on your current interpersonal and institutional competencies please read the directions below and complete the following assessment. At the end of this assessment, you will have identified the top three competencies in which you feel the most proficient and the bottom three competencies in which you need the most development.

Step 1: Beginning with Tier I, circle the top three competencies in which you feel you have the highest level of proficiency

Step 2: Next, cross off four competencies in which you have a high level of proficiency

Step 3: Continue to cross off remaining competencies until you are left with three competencies in Tier I

Step 4: Highlight the last three competencies in which you have the lowest proficiency and need the most development

Step 5: Reflecting on your current institution, please repeat steps 1-4 above for Tier II

Tier I (Interpersonal Competencies)
Balancing fair treatment with compassion and concern
Role of mentorship in supervision
Promoting the personal development of supervisees
Promoting the professional development of supervisees
Recognizing developmental stages
Supervising individuals with the same level of expertise
Supervising passive/hostile individuals
Supervising individuals who lack motivation
Supervising individuals who lack a professional approach to their work
Styles of Supervision
Supervising individuals with physical disabilities
Supervising individuals with psychological disabilities
Supervising individuals with learning disabilities
Supervising individuals with linguistic impairments
Supervising individuals whose primary language is different than your own
Supervising individuals whose race/ethnicity is different than your own
Supervising individuals whose gender is different than your own
Supervising individuals whose sexual orientation is different than your own

Tier II (Institutional Competencies)
Sexual harassment policies
Personnel search procedures
Understanding institutional benefits and compensation regulations
Understanding union labor relations
Training supervisees
Socializing or orienting new supervisees
Human resource policies

Personal Supervision Competency Development Plan – Tier I

Using your top three competencies from Tier I, identify how you reached a high level of proficiency (e.g., through classes, readings, trainings, etc.). Be specific! After you have identified how you developed your top three competencies, reflect on an experience in which you used that specific skill set to assist you in addressing an issue or challenge.

Tier I- High Proficiency

	Competency	How did you reach a high level of competency in this area?	Give an example of when you used this knowledge or skill set in your profession.
#1			
# 2			
#3			

Using your bottom three competencies from Tier I, identify competencies you would like to develop, how you plan to develop your skill set, and when you expect to accomplish this.

Tier I- Low Proficiency

	Competency	Activity <i>What will you do to develop in this area. Be specific!</i>	When <i>What is your time frame?</i>
#1			
# 2			
#3			

Personal Supervision Competency Development Plan – Tier II

Using your top three competencies from Tier II, identify how you reached a high level of proficiency (e.g., through classes, readings, trainings, etc.). Be specific! After you have identified how you developed your top three competencies, reflect on an experience in which you used that specific skill set to assist you in addressing an issue or challenge.

Tier II- High Proficiency

Competency	How did you reach this level of competency?	Example of when you used this knowledge or skill set.
#1		
# 2		
#3		

Using your bottom three competencies from Tier II, identify competencies you would like to develop, how you plan to develop your skill set, and when you expect to accomplish this.

Tier II- Low Proficiency

Competency	Activity <i>What will you do to develop in this area. Be specific!</i>	When <i>What is your time frame?</i>
#1		
# 2		
#3		