



Competence-based Assessment and Progression

Facilitators competency assessment framework allows businesses to establish and develop competency within individuals and teams. It is an objective process that establishes both technical competence and the individual's approach to the job.

How can Competency Assessment help you?

Clients use the competency framework for several reasons, including:

- Establishing where key knowledge resides in the organisation
- Establishing training requirements when new systems are being proposed and developed
- Establishing plans to manage organisational or environmental change
- To support the long term development of staff
- To support performance improvement initiatives

A Competency Framework implementation consists of four phases:

Phase 1 – Creation of the framework

Agreement of:

- Outcomes of the project - what will be different as a result?
- Elements of the framework - what skills are being measured?
- Wording of the range statements - to fit the organisation.
- Levels of competence required for different roles.
- Communications plan to staff -a critical step

Phase 2 – Assessment

- A self assessment
- Validation by a technical expert through any one or a combination of the following:
 - * a visit to the workplace to observe
 - * a portfolio review
 - * interviews with the individual and/or their manager; or
 - * formal testing, as appropriate.
- A management assessment of the person's approach and non-technical skills

Phase 3 – Performance rating

- The individual's competence will be rated against the various elements of the framework.
- A team or departmental assessment will be made according to the needs of the business. For example, if the outcome is the implementation of a new planning system then the assessment will show where there are competence gaps that will increase the risk of the project.

Phase 4 - Review and agreement of results

- The candidate and their employer will be given a full debrief of the assessment and will have the opportunity to clarify and challenge the assessment prior to its issue.
- Development plans for the individuals assessed will also be created.

What are the benefits?

Implementing a competency framework allows businesses to understand both individual and team performance much better, by understanding not only where there are knowledge gaps, but also the most effective way to fill them.

Because competence assessments are often sensitive in nature, having an external assessor brings demonstrable independence and objectivity to the process.

Our experience

We have carried out competence assessments in several multinational companies in various technical disciplines and can provide both the skills and expertise to manage the process, or to simply embed it in your organisation.

Case Study

The client:

Oil and Gas Multinational

The task:

Assess the competence of the asset planning community in preparation for new systems and software implementation

The Facilitators Approach:

We developed the elements of competence for a planning engineer and the level of competence required for each role being assessed, given the demands of the new system. We then assessed both the management and technical skills of the individuals in the team and presented an integrated view of both individuals and the team as a whole. This allowed the client to move staff and put in place a training programme that reduced the risk of the entire project.

The benefits:

By understanding the competence levels in the team, the client was able to put a training programme in place that focused on the right areas, move staff into more appropriate positions given the demands of the new systems and, finally, put in place a team leader to manage the technical development of the re-structured team.

How can I find out more?

To find out more about how we can help you with your requirements or to arrange a meeting, please contact us on:

Telephone: 01224 628260

E mail: moreinfo@facilitators.co.uk

Or visit our website at www.facilitators.co.uk.

You can be sure that Facilitators Competency Assessment and Progression service can provide the experience, capacity and capability to help you.