

Activity 1: Competence mapping

You have been assigned to a team, based on expertise and background. This exercise is developed to map out challenges and strengths of the collective team members, and can also be used in your reflection journal to reflect on your role in the team.



Use a virtual White board or Google document to write in/on

Step 1: Individual

Write down which competencies are needed for the “Exhibition project”: each competency on a different sticky note. Competencies may include punctuality, technical skills, and many, many others.

Step 2: Group

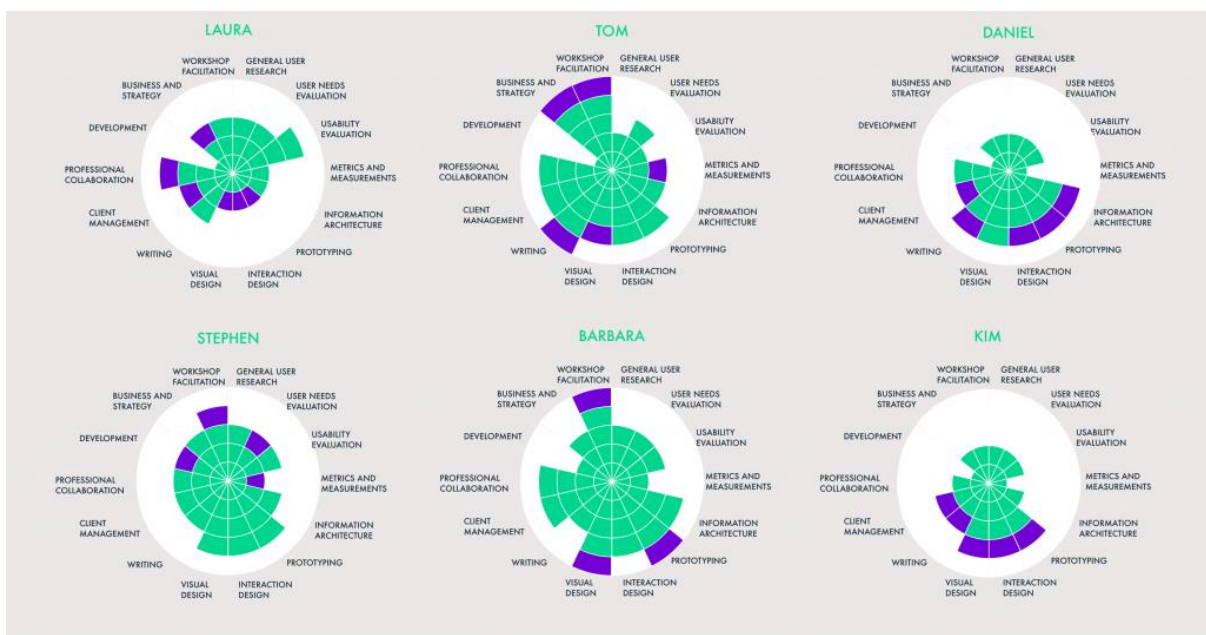
On the big sheet with a circle, cluster the competencies, similar ones close together and different ones further away from each other. Make sure all sticky notes end up clustered inside the circle.

Step 3: Label the segments

Based on your grouping you can now identify segments of the circle that show key competencies. Label these on the outside of the circle. Discuss which ones are important, difficult, etc.

Step 4: scoring proficiency

Each participant copies the circle on a transparent sheet, including the labels you added in the last step. On this transparent sheet you score your competency level for each category, with low proficiency in the center and advanced competence towards the perimeter. Each participant scores his/her own proficiency.



You could quantify competency in the following way if you wish:

0 – Completely unfamiliar: Doesn't understand the competency.

1 – Novice: Understands the competency and its importance.

2 – Advanced Beginner: Demonstrates this competency under supervision or with encouragement.

3 – Competent: Demonstrates this competency independent of supervision or encouragement.

4 – Proficient: Encourages or supervises others in this competency.

5 – Expert: Develops new ways of applying this competence.

Step 5. Analyze team profile

Overlay the different transparent sheets and analyze the collective strengths and weaknesses and discuss a team strategy.

Step 6: Individual

This exercise will provide you with essential material for your reflection journal. Reflect on your own competencies and your role in the group.

Loosely based on:

<https://uxstudioteam.com/ux-blog/competency-management/>

INDIVIDUAL Template Group Activity Competency Mapping

Step 1: Individual

List What competencies are needed for the project:

Step 4: For each label score **your** competence

Label	Competency level (Drop down)
	Kies een item.
	Kies een item.
	Kies een item.
	Kies een item.
	Kies een item.
	Kies een item.
	Kies een item.
	Kies een item.
	Kies een item.
	Kies een item.

Choose from drop down

- 0 – Completely unfamiliar:** Doesn't understand the competency.
- 1 – Novice:** Understands the competency and its importance.
- 2 – Advanced Beginner:** Demonstrates this competency under supervision or with encouragement.
- 3 – Competent:** Demonstrates this competency independent of supervision or encouragement.
- 4 – Proficient:** Encourages or supervises others in this competency.
- 5 – Expert:** Develops new ways of applying this competence.

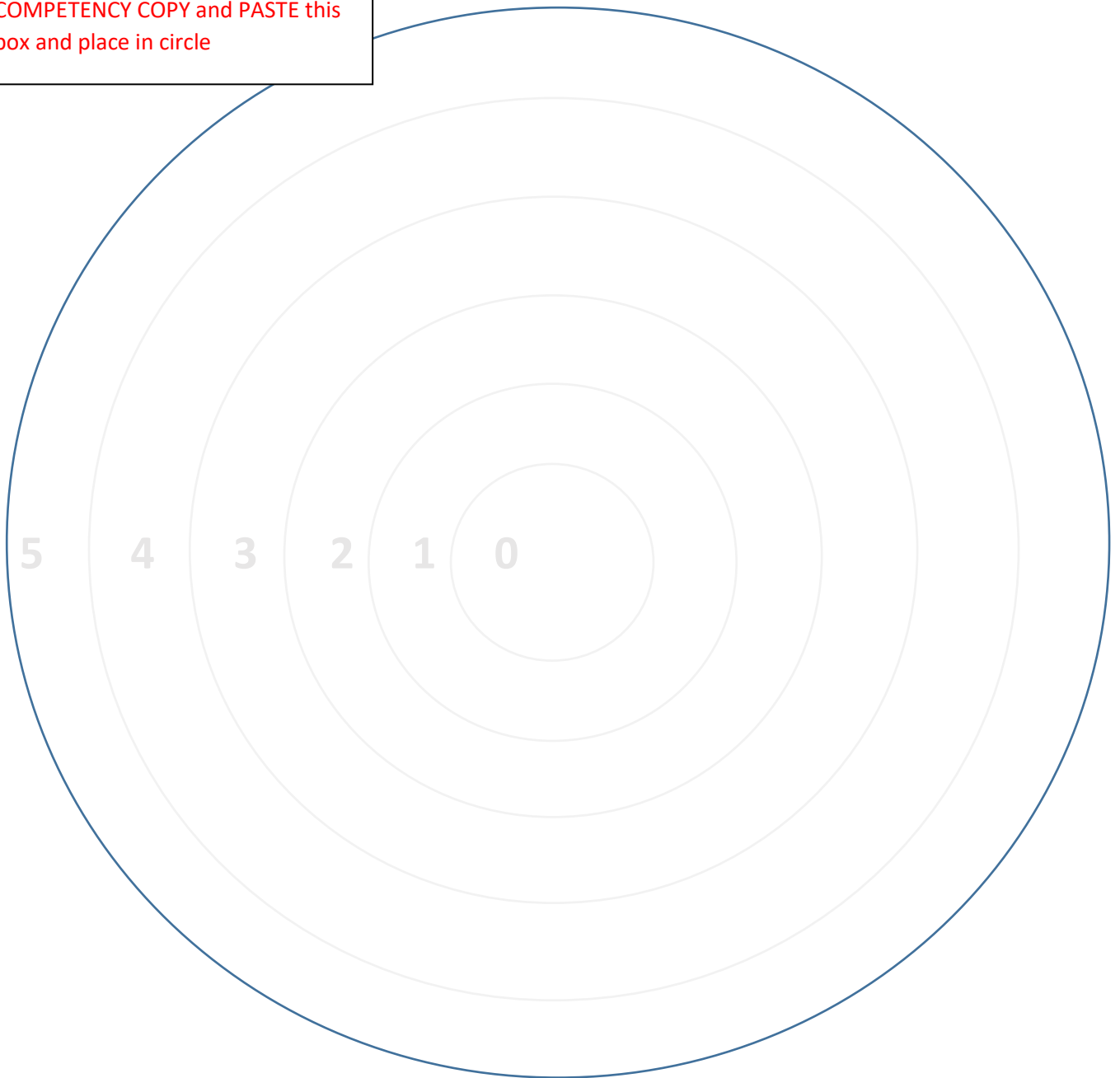
Step 6: Reflect on your role in the Team,

What do you want to learn, want to strengthen, are afraid of, need to be careful about etc...

TEAM Template Group Activity Competency Mapping

Step 2: Group Cluster competencies

COMPETENCY COPY and PASTE this box and place in circle



Labels for Step 3
Copy and paste these

Names for step 5

Analyse group competencies:

And develop a strategy