

CALLIS GRANGE NURSERY & INFANT SCHOOL

STAFF COMPETENCY DEFINITIONS

EMOTIONAL INTELLIGENCE	
PERSONAL COMPETENCE HOW STAFF MANAGE THEMSELVES	SOCIAL COMPETENCE HOW ARE MANAGERS MANAGE RELATIONSHIPS
<p>SELF-AWARENESS</p> <ul style="list-style-type: none"> • Emotional Self-Awareness: Read their own emotions and recognises their impact • Accurate and Honest Self-Assessment: Knows their own strengths and limits and works on improving their areas of weakness • Self Confidence: Has a clear sense of self-worth and their own capabilities 	<p>SOCIAL AWARENESS</p> <ul style="list-style-type: none"> • Empathy: Senses the emotions; understanding their perspective. • Organisational Awareness: Reads situations, understanding groups and staff dynamics • Service: Recognises, understands the needs of those they work with and parents
<p>SELF MANAGEMENT</p> <ul style="list-style-type: none"> • Emotional Self-control: Keeps disruptive emotions and impulses under control • Transparency: Displays honesty and integrity and trustworthiness • Adaptability: Shows flexibility in adapting to changing situations or overcoming obstacles – is learning to be comfortable outside their comfort zone • Achievement: Possesses the drive to improve and to meet inner standards of excellence and performance targets • Initiative: Shows a readiness and willingness to seize opportunities • Optimism: Focuses on the positive 	<p>RELATIONSHIP MANAGEMENT</p> <ul style="list-style-type: none"> • Influence: Uses their skills to assist others • Building Bonds: Cultivates and maintains a network of positive relationships • Teamwork and Collaboration: Works successfully in a variety of groups or teams • Response: Responds to others in a positive and professional manner • Advice: Actively seeks advice to improve performance, discussing concerns or difficulties promptly with senior staff so they can deal with situations in an appropriate way
OPERATIONAL EXCELLENCE	
<ul style="list-style-type: none"> • Takes an active part in the life of our school. • Develops self to improve performance • Is willing to offer ideas and contribute to discussion • Gains respect by operating in a professional and credible manner • Applies knowledge and experience, yet is open to exploring new ideas. 	