

Assessing Individual Proficiency in the DoD Civilian Leader Development Competencies

We strongly encourage that you assess your proficiency levels in the DoD Civilian Leader Competencies at least annually to determine if you are on “track” for what is required to successfully perform your job. An assessment of your proficiency levels will also assist you in determining development required for your current position or future development based on your career aspirations.

By the end of fiscal year 2010, all DoD employees will be able to assess their proficiency in the DoD leadership competencies through the Defense Civilian Personnel Data System (DCPDS), under the “[My Biz](#)” tab. Using this tool you will be able to assess your proficiency in each of the 31 DoD specific competencies required for successful performance as a DoD leader. Proficiency is demonstrated by your level knowledge, skills, abilities and traits in a given competency. In determining your level of proficiency consider your knowledge of and demonstrated experience with the competency as it relates to the benchmark descriptors provided in the assessment tool.

The results of your assessment are confidential. However, to support your continued development, we recommend that you discuss the results with your supervisor and/or mentor. Having a one-on-one conversation with your supervisor or mentor about your assessment results will help you target your long and short term development needs.

To obtain a more comprehensive assessment of your proficiency levels, we recommend that your supervisor also assess your proficiency levels. Your supervisor will be able to do this in “[My Biz](#)” also. Having supervisory input will allow you and your supervisor to have a serious discuss discussions about your strengths and gaps to develop your Individual Development Plan and plan for future career development aligned with the DoD Civilian Leader Development [framework](#) and [continuum](#).