

Competency Profile: Senior/Alumni Examiner

Team Leader Skills

Competency
Planning: Accurately analyzes and recognizes the length and difficulty of tasks and projects. Sets objectives and goals. Breaks down the work into the process steps, develops schedules, and makes task assignments. Anticipates and adjusts for problems and roadblocks. Measures performance against goals and evaluates the results.
Process Management: Good at figuring out the processes necessary to get things done. Knows how to organize people and activities. Understands how to separate and combine tasks for an efficient work flow. Knows what to measure and how to measure it. Can see opportunities for synergy and integration where others can't. Can simplify complex processes and get more out of fewer resources. Can find solutions and make decisions effectively.
Conflict Management: Confidently addresses conflicts, seeing them as opportunities. Reads situations quickly. Is good at focused listening. Can hammer out tough agreements and settle disputes equitably. Can find common ground and get cooperation within the Examiner group.
Team Development: Accepts responsibility for the development of team members. Blends people into teams. Creates strong morale and spirit in his/her team—shares wins and successes, fosters open dialogue, lets people finish and be responsible for their work, and defines success in terms of the whole team. Creates a feeling of belonging in the team.
Understanding Others: Understands why groups do what they do. Senses the group members' positions, intentions, and needs; what they value; and how to motivate them. Can predict what the group will do in different situations.
Even Temperedness: Is calm under pressure. When times are tough, does not become defensive or irritated and can be counted on to hold things together. Can handle stress, is not knocked off balance by the unexpected, and is a settling influence in a crisis.