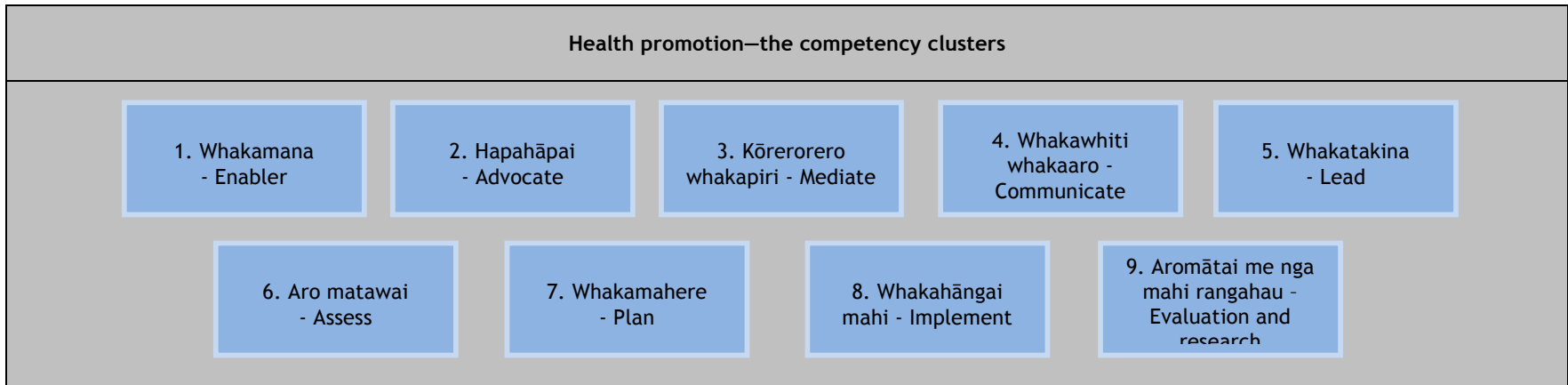
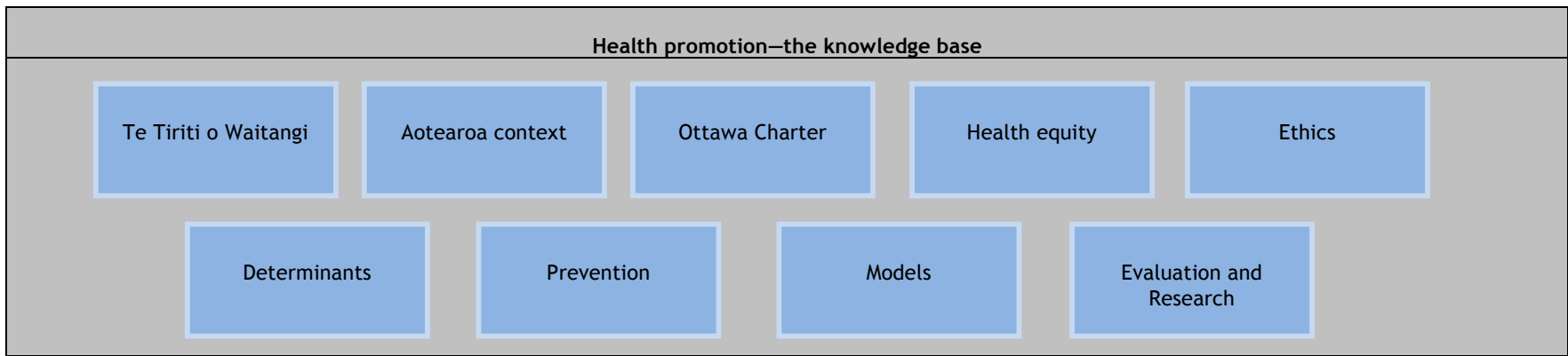

Health Promotion Competencies: Self -Assessment Template



Acknowledgement: This framework has been adapted from: the Health Promotion Forum (2012) *Nga Kaiakatanga Hauora mo Aotearoa Health Promotion Competencies for Aotearoa-New Zealand.*

This 2013 User Guide has been updated and amended by The Cancer Society & The Health Promotion Forum.



NOTE: Please provide the following information in the 'Comments' box:

1. **Examples of prior knowledge, experience or qualifications** (this may be in the form of an appended certificate, written reflection, scenario or description of an initiative that demonstrates your ability to apply the required level of knowledge relevant to your current role).
2. A description of any required **areas for development** that you have identified (i.e. those areas of a knowledge base that you would like to develop further to achieve your required operative level)

The following example of a completed self-assessment is followed by a blank template for your personal use.

Health Promotion Knowledge Base and Competency Cluster: Self-Assessment	
Name: <i>John Doe</i>	
Manager: <i>D Boss</i>	
Role: <i>Health Promoter</i>	
Date of Completion: <i>28/05/13</i>	Location: <i>Wellington</i>

Knowledge Base	Target Level	Self-Assessment Level	Comments: The knowledge base underpins all competencies.
Te Tiriti o Waitangi	3	1	Previous Experience: <i>Te Tiriti o Waitangi workshop and course that includes this component i.e. Introduction to HP Cert</i>
			Area(s) for Development: <i>I need to increase awareness of cultural, political and economic impacts of colonisation.</i>
Aotearoa context	2	1	Previous Experience: <i>Employment and community role experience</i>
			Area(s) for Development: <i>I could probably benefit from an increased knowledge of key individual differences between different Pacific Island communities.</i>
Ottawa Charter	3	2	Previous Experience: <i>Educational experience and reading and discussing relevant documents e.g. HP Cert readings</i>
			Area(s) for Development: <i>I would benefit from an increased awareness of healthy public policy to achieve the required level 3 knowledge status.</i>

Health equity	3	2	Previous Experience: <i>Educational experience and reading and discussing relevant documents: UN declarations and documents.</i>
			Area(s) for Development: <i>None required at this stage.</i>
Ethics	2	2	Previous Experience: <i>Reading and discussing literature Also, Employment and community role experience</i>
			Area(s) for Development: <i>None required at this stage.</i>
Determinants of health	3	1	Previous Experience: <i>Educational, conference & workshop experience eg. Attended Health Promotion Symposium 2012. Also, Employment and community role experience</i>
			Area(s) for Development: <i>I have minimal knowledge of determinants of health and could benefit from some mentoring in this area perhaps to increase my knowledge base and understanding.</i>
Prevention	3	2	Previous Experience: <i>Employment and community role experience</i>
			Area(s) for Development: <i>None required at this stage.</i>
Models	3	2	Previous Experience: <i>Educational experience and reading Also, Employment and community role experience</i>
			Area(s) for Development: <i>I feel I need more knowledge on Pacific models of health to achieve the required Level 3 status</i>
Research,	3	1	Previous Experience:

Planning and Evaluation			<p><i>Educational experience and reading</i> <i>Also, Employment and community role experience</i></p> <hr/> <p>Area(s) for Development: <i>I feel I need more knowledge required around Kaupapa Maori research to achieve the required next level status.</i></p>
Key related areas	2	1	<p>Previous Experience:</p> <p><i>Educational, conference & workshop experience eg. Attended Health Promotion Symposium 2012</i> <i>Also, Employment and community role experience</i></p> <hr/> <p>Area(s) for Development: <i>I feel I need more knowledge required around change management to achieve the required Level 2 status.</i></p>

Competency Cluster	Target Level	Self-Assessment Level	Comments
Whakamana-Enable	2	2	Previous Experience: <i>Employment and community role experience</i>
			Area(s) for Development: <i>None at this stage.</i>
Hapahapai-Advocate	3	2	Previous Experience: <i>Work experience such as project work.</i>
			Area(s) for Development: <i>More experience in an advocacy campaign.</i>
Korerorero whakapiri- Mediate	3	2	Previous Experience: <i>Employment and community role experience, mediating between different groups within the community to achieve a goal- youth meeting space. I also undertook training in conflict management.</i>
			Area(s) for Development: <i>None at this stage.</i>
Whakawhiti whakaaro- Communicate	3	2	Previous Experience: <i>I have developed and facilitated various training events over the last two years, including secondary school education programmes. All events included the structuring of content and the development of content & key messages.</i>
			Area(s) for Development: <i>Develop training opportunities for school staff</i>
Whakatakina-Lead	3	2	Previous Experience: <i>In my previous role a nutritionist/nurse/Early Childhood Education teacher I led a project with a range of diverse people working with them as individuals and as part of a team.</i>
			Area(s) for Development: <i>None at this stage.</i>
	3	2	Previous Experience:

Aro matawai-Assess			<p><i>In my role to date I have facilitated several community based meetings including establishing and setting an agenda and facilitation of the meeting itself which often included management of issues raised and the documenting of actions to be completed following the meeting.</i></p>
Whakamahere-Plan	3	1	<p>Previous Experience:</p> <p><i>I have had a basic experience of research in my previous and current role and could benefit from developing more in this area.</i></p> <p>Area(s) for Development:</p> <p><i>General evaluation techniques, models and approaches that will work in current activities How to apply research information in a way that translates into practical use in programmes Structuring questionnaires and evaluation methods</i></p>
Whakahangai mahi-Implement	3	2	<p>Previous Experience:</p> <p><i>I have taken an active role in my own professional development for many years and involve mentors as required for my roles/areas of development. As a team leader in my previous role, I am also used to giving and receiving constructive feedback and ensuring the feedback is used well for developmental purposes.</i></p> <p>Area(s) for Development:</p> <p><i>Support to continue mentoring/supervision.</i></p>

EXAMPLE: STAFF MEMBER

Competency Cluster	Target Level	Self-Assessment Level	Comments
Aromatai me nga mahi rangahau- Evaluate and research	2	1	Previous Experience: <i>Minimal experience but have a qualification in health promotion and would like to work towards a management role</i>
			Area(s) for Development: <i>Would like to discuss how to work towards my goal.</i> ADD ADDITIONAL comment
Any Additional Comments? <i>Generally I feel my progress in my role has been good in terms of building my understanding, key relationships etc. However, I feel that I am now ready to build on these competencies and learn more to reach the required competency standard for my role and position.</i> <i>I would also be interested to learn more about the support available for extramural study should I decide to take a formalised qualification and also the availability of internal mentors for some of the areas of development that I have identified.</i>			

EXAMPLE: MANAGER

Competency Cluster	Target Level	Self-Assessment Level	Comments
Aromatai me nga mahi rangahau- Evaluate and research	2	1	<p>Previous Experience:</p> <p><i>Staff member has minimal experience in evaluation and research but has some theoretical knowledge from the Diploma in Health Promotion.</i></p>
			<p>Area(s) for Development:</p> <p><i>Evaluation skills are required to support the range of Health Promotion projects being undertaken.</i></p> <p><i>Staff member would like to work towards a management role and experience in evaluation & research is required to support this goal.</i></p> <p>ADD ADDITIONAL comment</p>
<p>Any Additional Comments?</p> <p><i>Local evaluation and training opportunities to be sought. Training will then be considered to support the development of staff's knowledge and competency.</i></p> <p><i>In house peer support will also be offered to support evaluation knowledge and practice.</i></p>			

YOUR TEMPLATE: KNOWLEDGE BASE AND COMPETENCY CLUSTER SELF ASSESSMENT

Health Promotion Knowledge and Competency Cluster: Self-Assessment	
Name:	
Manager:	
Role:	
Date of Completion:	Location:

Knowledge Base	Target Level	Self-Assessment Level	Comments
Te Tiriti o Waitangi			Previous Experience:
			Area(s) for Development:
Aotearoa context			Previous Experience:
			Area(s) for Development:
Ottawa Charter			Previous Experience:
			Area(s) for Development:
Health equity			Previous Experience:
			Area(s) for Development:

Ethics			Previous Experience:
			Area(s) for Development:
Determinants of health			Previous Experience:
			Area(s) for Development:
Prevention			Previous Experience:
			Area(s) for Development:
Models			Previous Experience:
			Area(s) for Development:
Research, Planning and Evaluation			Previous Experience:
			Area(s) for Development:
Key related areas			Previous Experience:

			Area(s) for Development:
--	--	--	--------------------------

Competency Cluster	Target Level	Self-Assessment Level	Comments
Whakamana-Enable			Previous Experience:
			Area(s) for Development:
Hapahapai-Advocate			Previous Experience:
			Area(s) for Development:
Korerorero whakapiri- Mediate			Previous Experience:
			Area(s) for Development:
Whakawhiti whakaaro- Communicate			Previous Experience:
			Area(s) for Development:
Whakatakina-Lead			Previous Experience:
			Area(s) for Development:

Aro matawai-Assess			Previous Experience:
			Area(s) for Development:
Whakamahere-Plan			Previous Experience:
			Area(s) for Development:
Whakahangai mahi-Implement			Previous Experience:
			Area(s) for Development:
Any Additional Comments?			

Note: Please attach copies of relevant education, course, workshop or conference attendance certificates