Module 01: Check-in to Talent management 4.0

Worksheet 03: Defining crucial competences



**Project Name:** Bridging the gap between VET and business: Modern talent management and analytics 4.0 for SMEs in Europe  
**Project Acronym:** Talent 4.0  
**Project Number:** 2018-1-AT01-KA202-039242

# Step 01 – Pick one crucial talent segment from your talent segmentation tool

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| Talent Segment |
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# Step 02-4: Drafting the first part of your competence model

1. Choose one of the main competence areas (leading yourself, the cause and others)
2. Name 2-3 competencies
3. Draft clear descriptions
4. Try to find behavioural indicators to make it clear what behaviour indicates that the required competence is met.

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| Talent Segment/Profession |  |
| Competence Cluster (leading yourself, the cause, others) |  |
| Example | Team Leader in a Call Center; Leading Others |

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| --- | --- | --- |
| Competence | Description | Behavioural indicators |
| Leadership | „Respectfully challenge and encourage employees to achieve common goals” | * Regularly asks for constructive performance reviews in team meetings * Proactively offers time and space for reflection on challenges and obstacles |
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# Step 03: Share your results with a colleague

Find a working partner and share your findings with the person. Please collect the challenges and findings from this exercise in the table below.

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| Challenges and Findings |
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