



Mapping Your Development – Worksheet

Knowledge

Theoretical and practical understanding of theories, facts, methods, procedures, and the ability to apply information to different situations critically and creatively (Co-operative Education Program and Career Services: 2011). Knowledge is developed through coursework, workshops, research, conferences, training, experience (etc.).

	<u>Definition</u>	<u>Examples</u>	<u>In My Role</u>
Academic	Discipline or topic-specific scholarship, proficiencies, or interests relevant to your role	Educational technology, libraries, curriculum development/review, SoTL, your discipline/field (English, Sociology, Computer Science, etc.), grounded theory, methodologies, research design, historical knowledge of a specific time/place, expertise in scholarship on a specific topic in a specific time/place, languages, educational development, academic etiquette, etc.	
Workplace	Professional experience, or field/job-specific training and certification relevant to your project	Administrative processes, learning communities, higher ed culture, social media, UCalgary community, formatting documents, colleague's roles and tasks, professional etiquette, etc.	

Skills & Abilities

Capacity to choose and perform the appropriate techniques, methods, and strategies for a given task (Co-operative Education Program and Career Services: 2011). Skills and abilities are developed through experiences that put knowledge into practice, e.g., coursework, research, training, assessment, and independent and team work (Rose, 2012: 17-18).

	<u>Definition</u>	<u>Examples</u>	<u>In My Role</u>
Communication	Collecting, synthesizing, and reporting information	Giving presentations, developing web content, writing proposals, etc.	
Management	Organizing people and resources successfully in different settings and in relation to project goals	Prioritizing tasks, event planning, selecting appropriate research methods, practicing effective administrative processes, etc.	
Teaching & Knowledge Transfer	Explaining concepts, selecting content, and using strategic delivery models with various contexts and audiences	Writing literature reviews/research reports, summarizing research in meetings, teaching and educating, creating videos, etc.	
Ethics	Grasp of basic ethical principles related to authorship, conflict of interest, intellectual property, and social, institutional, and environmental considerations	Making appropriate judgment calls, and maintaining confidentiality with sensitive information.	