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| **Unique Identifier (UI Code)** | SM-03C |
| **Categories (Tags) – separate with commas if multiple** | Self-management, Common Core |
| **Competency Title (short name)** | **Demonstrate Adaptability** |
| **Competency Statement** | Demonstrate adaptability according to role, responsibilities, and workplace requirements. |
| **Performance Criteria** | * Show willingness to learn and respond to changes in the work environment, role, or responsibilities * Demonstrate an understanding of root causes of change and related rationale * Seek clarification from appropriate personnel where necessary to ensure common understanding and expectations * Learn new skills and/or tasks related to changes in the work environment, role, or responsibilities * Support team members in effecting change in the work environment or assigned duties |
| **Supporting Skills and Knowledge** | **Knowledge:**   * Own and team roles, responsibilities, and objectives * Work environment and expectations * Policies and procedures related to work assignments and work environment   **Supporting Skills:**   * Ability to communicate effectively and clearly to others * Emotional intelligence and awareness of self and others * Willingness to assist and support other colleagues or team members |
| **Key Terms/Definitions Required** | **appropriate personnel**   * People within or external to an organization that need to be notified or updated, according to the policies and procedures dictated by the workplace or an external body.   **root causes of change**   * Factors that influence change within organizations, such as business performance, changes in the economy, change of leadership, or change in work assignments and organizational structure.   **work environment**   * Work location, physical environment and setting, company culture, and other factors that influence how and where work activities are completed. |
| **Context/Examples** | * Change in workplaces is common, and depending on the industry and occupation, the pace of change can vary. Most people are expected to adapt to change when it happens. * Those in leadership positions will have additional expectations in supporting others to adapt to change, over and above those of all workers. |
| **Learning Content/Links** | * Links to polices and procedures, including those reflecting changes to workplace role, responsibilities, and assignments |
| **Assessment Methods** | * Self-assessment or peer review * Observation of individuals and outcomes when reacting to changes in the work environment or work assignments |