



# An Introduction to the Competencies for Life

**Competencies** for Life



## Calgary is Changing. We Must Change Too.

Economic and social prosperity is driven by a city's capacity to talented people. Calgary is no different. Calgary is a city in transformation as we move away from our traditional oil and gas-based economy, having a work force able to adapt to changes is crucial. During the COVID-19 Pandemic, it has become even more crucial to have a plan to help adapt to changes.

Our strategy for transition is building a workforce focused on developing their competencies. These are traits and abilities that allow us to pivot and move easily into different areas of education, work, and in our personal lives, with the least amount of stress.

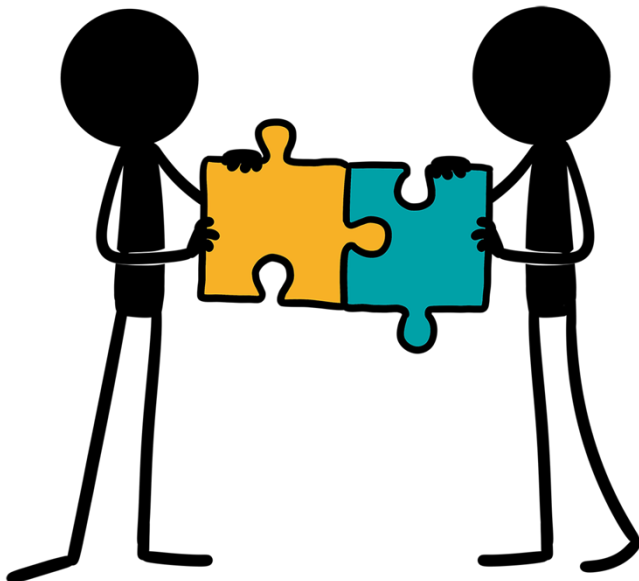


## What is a Competency?

Competencies is the combination of aptitude, ability, knowledge, and skills to complete a job or task.

Think about playing soccer.

We all naturally have some level of aptitude and ability to kick a ball. However, it takes a lot of studying and practice to become really good.



There are two major competency types:

### 1. Job-specific competencies

Job-specific competencies are the **competencies you need to complete a specific job**, whether it be welding, teaching, engineering, or soccer.

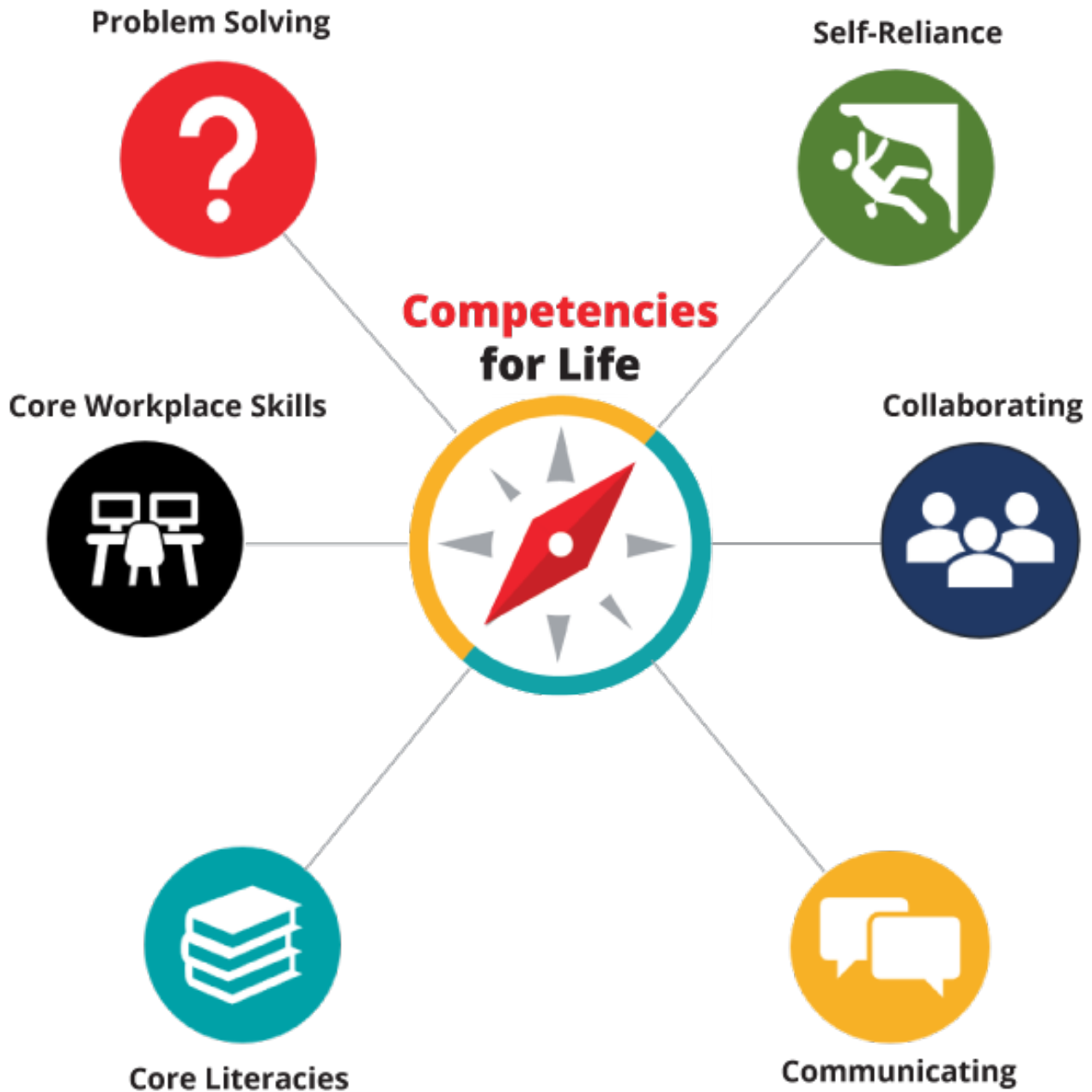
### 2. Enabling competencies

Enabling competencies (sometimes called soft-skills or transferable-skills) are what enable you to **adapt and adopt new job-specific competencies**.

# Enabling competencies are the *Competencies for Life*



The *Competencies for Life* are an integrated set of 25 enabling competencies anchored in six clusters. These are intended to be used as a common language for individuals, talent developers, and talent seekers to foster opportunity and help overcome barriers that credential based hiring practices pose, particularly for individuals.



# Defining the Competencies for Life

## Problem Solving...

Is important because it allows you to **analyze and connect** the dots to solve problems, big or small. They allow you to consider the past, present and future all at once and to come up with **new ideas to make decisions**. Your ability to **consider evidence and apply it** to a problem is an enabling skill and you need these problem-solving competencies for everything you do.

### Problem Solving Competencies

Analytical Thinking  
Curiosity  
Creativity  
System Thinking



Click **HERE** to watch our short video on this cluster.



## Self-Reliance...

Is important because it allows you to **push back against obstacles or setbacks**, with confidence, to achieve goals and continue moving forward. They allow you to **not be discouraged** and never give up.

### Self-Reliance Competencies

Adaptable  
Takes initiative  
Determination



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# Collaboration...

Collaboration competencies provide the **ability to work with others** (one-on-one or in groups) to **achieve an end goal**. Research shows people with strong collaboration competencies also have a high emotional intelligence, as they're able to **anticipate and manage interpersonal dynamics**. This can lead to being able to minimize risks and increase the probability of success.

## Collaboration Competencies

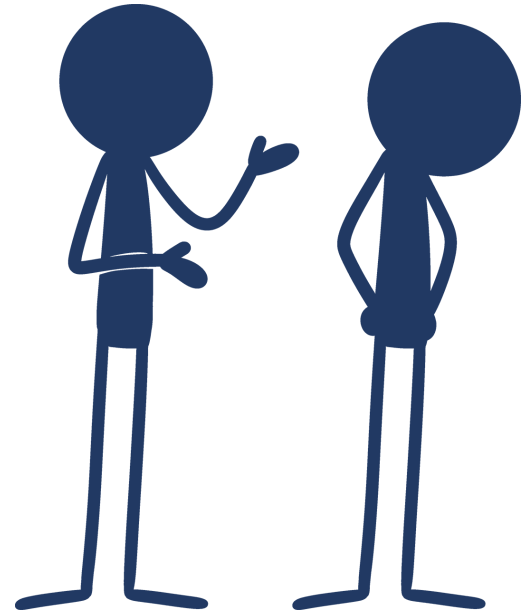
Emotional Intelligence

Conflict Management

Inspire and Lead Others

Trusted

Value Relationships



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# Communications...

Is important because it is what allows us to **give and receive information** with other people, both in personal and professional environments. It is how you **build and sustain relationships**, as well as build bridges between people with diverse viewpoints. It allows you and others to **understand information** more accurately and quickly, while avoiding misunderstandings and frustration.

## Communication Competencies

Active listening

Effective Verbal Communication

Effective Writer



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# Core Literacies...

Is important because it means being able to **access and understand available information** that allows you to remain current with trends within your community and workplace. Core literacy competencies also mean **maintaining the ability to engage in professional processes** more efficiently while promoting an identity that is willing to participate.

## Core Literacy Competencies

Reading Literacy

Good with Numbers

Financial Literacy

Civic Literacy

Technology Literacy



Click **HERE** to watch our short video on this cluster.

# Core Workplace Skills...

Are important because an investment in your learning and development, as well as for the organization you work for, **ensures the best talent outcomes**. To keep your knowledge current and stay ahead of changes, you need to be continuously growing and learning from experiences. It also means **being organized** to increase efficiency with completing tasks to save time and money.

## Core Workplace Skill Competencies

Define Workplace Goals

Manage Money and People

Professional Identity

Time Management

Continuous Learning

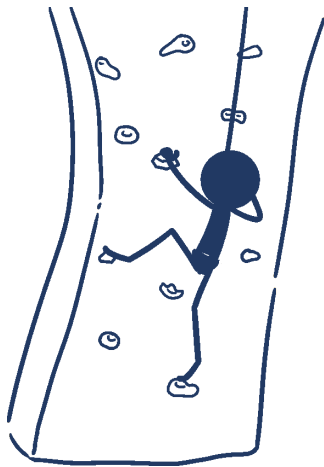
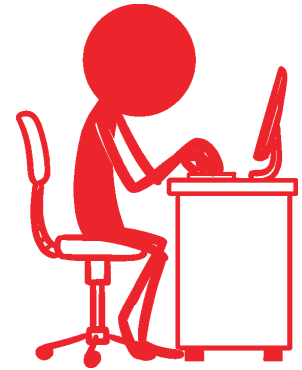


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# Additional Resources

## ***Competencies for Life Website***

Central one stop location to learn about and have support for the competency model for talent developers, talent seekers and individuals. This hosts all the tools, learning materials, and background story of *Competencies for Life*.



## **Designing You. Exploring your Future.**

Support for individual learners to explore their personal and professional goals through the talent development process. This will include:

- Reflective worksheets and checklists
- Mission mapping guide
- Activities to help practice and improve competencies

## ***Competencies for Life Video Short Series***

Short videos (< 3 minutes) for the six major clusters of competencies and how they are applied personally and professionally.

## ***Competencies for Life Mini-Podcast Series***

Short mini podcasts ( < 10 minutes) by visible Calgarians on how enabling competencies impacted their life. Each short will be intentionally focused on one of the 25 competencies.

