



NCDPI Certificate of Competency (Summative Assessment)

Candidate Name: _____

Candidate

ID#: _____

Mentor/Principal Name: _____

LEA/District: _____

College/University: _____

Program Coordinator:

In addition to all other state and institutional requirements, to be recommended for licensure, the candidate must meet each of the competencies identified in this document.

VISION		
Competency	Descriptor	Ratings/Comments
Environmental Awareness	<ul style="list-style-type: none"> ○ Becomes aware and remains informed of external and internal trends, interests and issues with potential impacts on school policies, practices, procedures and positions 	____ Met ____ Not Met
Global Perspective	<ul style="list-style-type: none"> ○ Understands the competitive nature of the new global economy ○ Is clear about the knowledge and skills students will need to be successful in this economy. ○ Understands the importance of cooperation and cross-cultural understanding ○ Is clear about the knowledge and skills students will need to be global citizens 	____ Met ____ Not Met
Systems Thinking	<ul style="list-style-type: none"> ○ Understands the interrelationships and impacts of school and district influences, systems and external stakeholders ○ Applies that understanding to advancing the achievement of the school or team 	____ Met ____ Not Met
Visionary	<ul style="list-style-type: none"> ○ Encourages imagineering by creating an environment and structure to capture stakeholder dreams of what the school could become for all the students 	____ Met ____ Not Met
RELATIONSHIPS		
Competency	Descriptor	Ratings/Comments
Communication	<ul style="list-style-type: none"> ○ Effectively listens to others ○ Clearly and effectively presents and understands information orally and in writing ○ Acquires, organizes, analyzes, interprets, maintains information needed to achieve school or team 21st century objectives ○ Effectively engages staff and community in the change process in a manner that ensures their support of the change and its successful implementation 	____ Met ____ Not Met
Conflict Management	<ul style="list-style-type: none"> ○ Anticipates or seeks to resolve confrontation, disagreements, or complaints in a constructive manner 	____ Met ____ Not Met

Cultural Awareness	<ul style="list-style-type: none"> ○ Understands and embraces differences within and between cultures ○ Relates to people of varying ethnic, cultural, and religious backgrounds ○ Visibly supports the positive, culturally-responsive traditions of the school community 	___ Met ___ Not Met
Customer Focus	<ul style="list-style-type: none"> ○ Understands the students as customers of the work of schooling and the servant nature of leadership and acts accordingly 	___ Met ___ Not Met
EMPOWERMENT		
Competency	Descriptor	Ratings/Comments
Dialogue/Inquiry	<ul style="list-style-type: none"> ○ Is skilled in creating a risk free environment for engaging people in conversations that explore issues, challenges or bad relationships that are hindering school performance 	___ Met ___ Not Met
Sensitivity	<ul style="list-style-type: none"> ○ Effectively perceives the needs and concerns of others; ○ Deals tactfully with others in emotionally stressful situation or in conflict ○ Knows what information to communicate and to whom 	___ Met ___ Not Met
Emotional Intelligence	<ul style="list-style-type: none"> ○ Is able to manage oneself through self-awareness and self-management ○ Is able to manage relationships through empathy, social awareness and relationship management 	___ Met ___ Not Met
ETHICS		
Competency	Descriptor	Ratings/Comments
Judgment	<ul style="list-style-type: none"> ○ Effectively reaches logical conclusions and making high quality decisions based on available information ○ Gives priority and caution to significant issues ○ Analyzes and interprets complex information 	___ Met ___ Not Met
Personal Ethics and Values	<ul style="list-style-type: none"> ○ Consistently exhibits high standards in the areas of honesty, integrity, fairness, stewardship, trust, respect, and confidentiality. 	___ Met ___ Not Met
Personal Responsibility for Performance	<ul style="list-style-type: none"> ○ Proactively and continuously improves performance by focusing on needed areas of improvement and enhancement of strengths 	___ Met ___ Not Met
CHANGE		
Competency	Descriptor	Ratings/Comments
Change Management	<ul style="list-style-type: none"> ○ Anticipates or seeks to resolve confrontation, disagreements, or complaints in a constructive manner 	___ Met ___ Not Met
Creative Thinking	<ul style="list-style-type: none"> ○ Engages in and fosters an environment for others to engage in innovative thinking 	___ Met ___ Not Met
Results Orientation	<ul style="list-style-type: none"> ○ Effectively assumes responsibility. ○ Recognizes when a decision is required ○ Takes prompt action as issues emerge ○ Resolves short-term issues while balancing them against long-term goals 	___ Met ___ Not Met
MANAGEMENT		
Competency	Descriptor	Ratings/Comments
Delegation	<ul style="list-style-type: none"> ○ Effectively assigns work tasks to others in ways that provide learning experiences for them and in ways that ensure the efficient operation of the school 	___ Met ___ Not Met
Organizational Ability	<ul style="list-style-type: none"> ○ Effectively plans and schedules one's own and the work of others so that resources are used appropriately 	___ Met ___ Not Met
Responsiveness	<ul style="list-style-type: none"> ○ Does not leave issues, inquiries or requirements for information 	___ Met ___ Not Met

	<ul style="list-style-type: none"> go unattended ○ Creates a clearly delineated structure for responding to requests/situations in an expedient manner 	___ Met ___ Not Met
Time Management	<ul style="list-style-type: none"> ○ Effectively uses available time to complete work tasks and activities that lead to the achievement of desired work or school results ○ Runs effective meetings 	___ Met ___ Not Met
TECHNOLOGY		
Competency	Descriptor	Ratings/Comments
Technology	<ul style="list-style-type: none"> ○ Effectively utilizes the latest technologies to continuously improve the management of the school and enhance student instruction 	___ Met ___ Not Met

Note: The candidate's signature does not imply agreement with the ratings.

Individual (Printed Name)	Signature	Date
Candidate		
LEA Official		
IHE Official		
Candidate Comments (optional):		
LEA Comments (optional):		
IHE Comments (optional):		