

Competency Assessment
HRCU 605 Week 3 Assignment and Rubric

Length: Paper: 5 - 6 double-spaced pages (excluding title and references pages)
Due: Week 3 by Sunday Midnight
Value: 140 Points for 14% of the grade
Post: Week 3 Assignments

Competency Assessment

Using Appendix A in Common Sense Talent Management and SHRM's research on HR competencies, identify and discuss three (3) competencies essential for your current role, three (3) competencies for your desired future role as an HR practitioner, and create a development plan for both. A well-constructed paper will reference 2 or more academic sources such as your textbook and SHRM resources, adhere to APA standards, and include the following:

Current Role

Identify three (3) competencies for your current role as an HR practitioner (or if not currently employed in HR, identify three competencies needed to obtain an HR position); Discuss why each competency is necessary for the role, and assess your performance levels identifying your strengths and improvement needs. Perform a gap analysis identifying specific areas needing development.

Future Designed Role

Describe your future desired role as an HR practitioner, and identify three (3) competencies needed. Discuss why each competency is necessary for the role, and assess your current performance levels identifying your strengths and improvement needs. Perform a gap analysis identifying specific areas needing development.

Development Plan

Based on your gap analyses, prepare a personal development plan to address development needs for your current and future desired roles.

Rubric: Evaluation Criteria

Criteria	Exemplary	Proficient	Developing	Emerging
Current Role	35 – 32 Clearly and concisely identifies 3 competencies from text and/or SHRM. Discusses why each is necessary, and accurately assesses performance levels identifying strengths and improvement needs. Perform a gap analysis including specific areas needing development.	31 – 28 Fairly clearly identifies 2 - 3 competencies from text and/or SHRM. Discusses why each is necessary; and assesses performance levels of 2 identifying strengths and improvement needs. Perform a gap analysis including areas needing development.	27 – 24 Identifies 1 - 2 competencies from text and/or SHRM. Somewhat discusses why each is necessary; and partially assesses performance levels of identifying some strengths and improvement needs. May perform a gap analysis of areas needing development.	23 - 0 Limited if any identification of competencies from text and/or SHRM. Limited if any discussion of importance and/or assessment of performance levels. Limited if any gap analysis and/or identification of development needs.
Future Desired Role	35 – 32 Clearly and concisely identifies 3 competencies from text and/or SHRM. Discusses why each is necessary, and accurately assesses	31 – 28 Fairly clearly identifies 2 - 3 competencies from text and/or SHRM. Discusses why each is necessary; and assesses	27 – 24 Identifies 1 - 2 competencies from text and/or SHRM. Somewhat discusses why each is necessary; and partially assesses	23 - 0 Limited if any identification of competencies from text and/or SHRM. Limited if any discussion of importance and/or

	performance levels identifying strengths and improvement needs. Perform a gap analysis including specific areas needing development.	performance levels of 2 identifying strengths and improvement needs. Perform a gap analysis including areas needing development.	performance levels of identifying some strengths and improvement needs. May perform a gap analysis of areas needing development.	assessment of performance levels. Limited if any gap analysis and/or identification of development needs.
Development Plan	35 – 32 Uses gap analysis to prepare a comprehensive development plan that address development needs for current and future desired roles.	31 – 28 Uses gap analysis to prepare a development plan that address most development needs for current and future desired roles.	27 – 24 Somewhat uses gap analysis to prepare a development plan that partially addresses development needs for current and/or future desired roles.	23 - 0 Limited if any use of gap analysis and/or preparation of a development plan to address development needs for current and/or future desired roles.
APA and Sources	10 Uses 2 or more academic sources. Identifies competences from text and/or SHRM. Uses headers and accurately adheres to APA standards; reference page and citations are correct. All sources listed in References are cited in paper	9 - 8 Uses 2 academic sources. Identifies competences from text and/or SHRM. Uses headers and adheres to APA standards; reference page and citations are correct with minor (1-3) errors. . All sources listed in References are cited in paper	7 Uses 1 - 2 sources but may not identify competences from text and/or SHRM. May use headers and somewhat adheres to APA standards; the work of others is cited but with numerous (4 – 10) errors. Sources listed in References and citations may not match	6 - 0 Uses 0 – 2 sources but does not identify competences from text and/or SHRM. Limited adherence to APA standards in the paper and Reference page; work of others may be cited but with multiple (11+) errors. Sources listed in References and citations do not match
Writing Mechanics	25 – 23 Paper is logical and well-written; spelling, grammar and punctuation are accurate. Paper is the required length of 5 - 6 pages of content, and includes a correctly prepared title page.	22 – 20 Paper is logical and fairly well-written but with minor (1 – 3) errors in spelling, grammar and/or punctuation. The content may be 5% too long or short; includes a correctly prepared title page.	19 – 17 Paper is somewhat logical but with several (4 – 10) errors in spelling, grammar and/or punctuation. Content may be 10% too long or short; and may not include a correctly prepared title page	16 - 0 The paper lacks clarity and may be confusing; may contain numerous (11+) errors in spelling, grammar and/or punctuation. The content may be 15% too long or short, and may not include a title page