

Professional Dispositions & Competencies

Origins and Use:

1. This document allows you, the student, to assess on a continuing basis your professional dispositions and competencies. The dispositions portion speaks to your personal development as a student and professional with a focus on holistic student development. The competencies portion is drawn from the ACPA/NASPA Professional Competencies.
2. At least once per semester, you should review the document and create specific statements describing moments of insight, questions, increased competence, or challenge. Think in terms of statements that could end up in a cover letter, application, resume, or job interview.
3. Record the date and type of your entries. A good average of entries is 10+ per semester, but the document will be a work in progress for many years.
4. This document should be reviewed regularly with your faculty advisors(s) during semester 1:1s, your GA Supervisor, and your mentors in order to assess your academic and professional development and to set goals for continued improvement.
 - a. Year 1 Fall term: Self-Assessment facilitated in Intro to HESA (605)
 - b. Year 1 Spring term: Self-Assessment facilitated in Internship I (683)
 - c. Mid-way: Faculty Assessment over the summer with Faculty Advisor 1:1
 - d. Year 2 Fall term: Self-Assessment facilitated in Professionalism in HESA (670)
 - e. Year 2 Spring term: Self-Assessment facilitated in Capstone in HESA (695)
 - f. Conclusion: Faculty Assessment via Oral Comprehensive Exam**Part-Time Students, each semester.*

References:

Master of Arts in Counseling Program. (2020). *MAC skills and dispositions*. Saint Martin's University.

American College Personnel Association-College Student Educators International (ACPA) Student Affairs Administrators in Higher Education (NASPA.) (2015). *Professional competency areas for student affairs educators*. ACPA & NASPA.

Professional Dispositions & Competencies

<i>Academic Skills and Dispositions</i>	Describe moments of insight, questions, increased competence, or challenge	Date	Type
1. Demonstrates the ability to work with abstractions and theory through a willingness to learn and an openness to new ideas			
2. Demonstrates the ability to move fluidly between theory and practice through written and in-class work			
3. Exhibits thoughtfulness, compassion, interpersonal respect, social skills, emotional maturity, enthusiasm, and a welcoming presence			
4. Manifests self-awareness and commitment toward personal and professional growth including a genuine acceptance toward others and evidence of cultural humility and anti-oppression			
5. Asks clarifying questions, is emotionally mature in problem solving and conflict resolution, is self-directed, and self-motivated			
6. Demonstrates an ability to focus on introspection and professional growth			
7. Shows proper respect, including understanding of racial, sexual and other social and cultural differences			
8. Cultivates active listening: encouraging, paraphrasing, reflecting feelings, empathizing, summarizing			
9. Understands impact of non-verbal signals (i.e. eye contact, facial expressions, gestures)			
10. Demonstrates ability to understand others' perspectives and integrate these perspectives into professional practice			

11. Displays appropriate degree of professionalism, authenticity, and integrity in demeanor and self-presentation			
12. Submits work in a timely manner			
13. Submits work that is academically honest, edited, proofread, free of style errors, and fully meets the standards of a graduate program			
14. Participates fully in course communication, regularly accessing WCU email and Blackboard/LMS			
15. Shows respect and appreciation for colleagues in and out of class			
16. Takes a collaborative approach to learning, with curiosity and an openness to new experiences			
17. Demonstrates responsibility for individual impact on learning environment			
18. Responds appropriately to questions and invitations to participate in activities			
19. Participates fully in required out-of-class assignments			
20. Displays professional identity that is congruent with professional standards in higher education and student affairs, exhibits clarity of values and sense of purpose			
21. Demonstrates alignment with the norms and ethical standards of the profession as expressed by professional organizations such as ACPA, NASPA & CAS			
22. Understands the importance of joining and participating in professional organizations such as the ACPA, NASPA, & CAS			

Professional Competencies	From ACPA/NASPA Professional Competencies Rubrics: see document for detailed descriptions		
Advising & Supporting			
Interpersonal Skills			
Professional Development			
Group Dynamics			
Partnering with Others			
Conflict and Crisis Situations			
Assessment, Evaluation, and Research			
Terms and Concepts			
Values/Ethics/Politics			
AER Design			
Methodology, Data Collection, and Data Analysis			
Interpreting, Reporting, and Using Results			
Law, Policy, and Governance			
Laws and Legal Systems			
Governance			
Ethical and Inclusive Application of Policy			
Civic Engagement			

Leadership			
Foundational and Theoretical Principals of Leadership			
Self-Awareness and Continual Reflection			
Teamwork and Interpersonal Skills			
Change Management and Innovation			
Organization and Human Resources			
Assessment, Advocacy, and Networking			
Skill Development			
Hiring and Staffing			
Supervision, Communication, and Conflict Resolution			
Crisis and Risk Management			
Resource Management, Stewardship, and Sustainability			
Technology			
Personal and Ethical Foundations			
Wellness and Healthy Living			
Ethical Codes and Professional Standards			
Self-Assessment and Reflection			
Social Justice and Inclusion			

Understanding of Self and Navigating Systems of Power			
Critical Assessment and Self-Directed Learning			
Engaging in Socially-Just Practice			
Organizational Systemic Advocacy			
Student Learning and Development			
Understanding Theory			
Design and Application			
Assessment and Integration			
Technology			
Technical Tools and Software			
Data Use and Compliance			
Digital Identity and Citizenship			
Online Learning Environments			
Values, Philosophy, and History			
Historical Foundations			
Theoretical Foundations			
Social/Cultural Context			
Professional Service			
Campus and Civic Engagement			