



Competency Development

A Practical System for
On-the-Job Coaching and Development



VirtualBook®



Pro Talent
People Management Solutions

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Welcome

Welcome to your own competency development system.

In response to the world wide need for developing people competence in the work place, PRO TALENT is proud to introduce a practical solution that works equally well for Mentors/Coaches and Individuals who want to develop their own level of competence.

To Mentors & Coaches

What you want:

To ensure the development of people in the organisation.

You make use of formal training, but realise that most of the development should take place in the work situation. There is a need for knowledge transfer and where identified individuals have to develop specific competencies, you want to ensure that it takes place.

To Individuals

What you want:

To master the competencies required for effective performance in your current role.

You want to acquire new knowledge and skills. You want to prepare your self for a new role. You want to take charge of your own career and you want a structured approach for your personal development.

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To Mentors & Coaches

What you want:

A structure for mentorship and coaching and you want to keep track of progress.

While you want individuals to accept responsibility for their own development, you want to provide them with guidelines, tools and support.

What you don't want:

Excessive cost, absence from work or time demands on experienced personnel associated with the development of others.

Your solution:

Subscribe as Participant and pay specific attention to the Competency "[Leading & Supervising](#)".

Subscribe each of your Protege's as Participant and monitor their self-development under the heading: "[Your Personal Development Plan](#)"

To Individuals

What you want:

A practical approach and a plan to follow.

You want guidance and support from those who are in the best position to offer it. You want to prove your willingness to develop and you want to show objective evidence of your progress.

What you don't want:

Your development and your future to be determined by fate.

Your solution:

Subscribe as Participant and work through this book and familiarise your self with all 20 Competencies.

Develop, implement and update your Personal Development Plan on a regular basis under the heading: "[Your Personal Development Plan](#)"



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