

Intermediate Educational Developer/Learning Consultant: Characteristics, Skills, Knowledge, and Abilities

	ATTRIBUTES AND QUALITIES (BE)	KNOWLEDGE, SKILLS AND ABILITIES (KNOW)	APPLICATIONS OF LEARNING (DO)
<p>Person is fully developed to an advanced level demonstrating high levels of confidence for role and duties.</p> <p>Person is mostly developed to a moderate level demonstrating good confidence for role and duties.</p> <p>Person is developing to a more satisfactory level demonstrating increasing confidence for role and duties.</p> <p>Person is beginning to develop at a basic level demonstrating some confidence for role and duties.</p>	<p>Commitment to Improving Self</p> <ul style="list-style-type: none"> Demonstrates Self-Awareness Engages in Self-Regulation Activities Learning and Continuous Growth Commits to Professional Development Open to Criticism Adaptable <p>Professional Conduct</p> <ul style="list-style-type: none"> Respectful Humble Inclusive in Interactions and Communications Team Player, Collaborative Tolerance for Uncertainty Though Patience and Persistence Institutional and Department Fit Professional Conduct in Workplace Passionate about Enhancing Teaching and Learning in PSE Exhibits Diplomacy, Trust and Empathy <p>Management of Work Duties</p> <ul style="list-style-type: none"> Takes Initiative Manages Time to Get Work Done High Quality Work Demonstrates Creativity and Innovative Practices Open and Receptive to New Experiences Independent 	<p>Teaching and Learning</p> <ul style="list-style-type: none"> Curriculum Development and Teaching Abilities Teaching, Learning and Technology Literature Metacognition and Learning Current Research in Teaching, Learning and Technology Composed Philosophy of Teaching and Learning Formal Education in Pedagogy <p>Educational Development</p> <ul style="list-style-type: none"> Principles and Practices of Educational Development Aware of Organizational Culture Technology Competencies Undertakes Reflective Practice with Critical Reflections Composed own Philosophy of Educational Development Peer Mentor/Coaching Abilities <p>Facilitation and Change Management</p> <ul style="list-style-type: none"> Key Principles and Practices of Change Management Listening Skills Questioning Skills Facilitating Effective Sessions including Longer Series Team Building Conflict Resolution/Mediation Skills <p>Planning and Project Management</p> <ul style="list-style-type: none"> Prioritizes Tasks and Duties to Meet Needs Critically Thinks and Problem Solves Skills in Outreach and Marketing of Offerings 	<p>Teaching and Learning</p> <ul style="list-style-type: none"> Applies skills gained through 5-7 years of PSE Teaching Experiences Designs Courses Using Evidence-Based Models Knowledge of New Information and Regulates Own Learning Selects and Uses Appropriate Teaching Strategies when Teaching Has Strong Pacing and Timing of Facilitation and Teaching Engages in Scholarly Teaching and Learning Activities About Own Practice Enhances Teaching Portfolio with More Reflections and Scholarly Activity <p>Educational Development</p> <ul style="list-style-type: none"> Engages in More Complex Pedagogy Support Requests and Consultations Engages in More Complex Technology Support Requests and Consultations Enhances Educational Development Portfolio with More Reflections <p>Facilitation and Change Management</p> <ul style="list-style-type: none"> Facilitates Change through Educational Development Activities Communicates Effectively; Models and Shares Strategies with Others Designs Accessible Materials Supports Change through Employing Principles of Change Management Works within Organizational Culture Builds Teams and Manages Them <p>Planning and Project Management</p> <ul style="list-style-type: none"> Independently Plans and Implements Activities, Tasks and Work Duties Leads/Manages Medium-Sized Projects, Keeps on Track, Reports Out Solves Ill-Defined Problems on Own Applies Program Development and Evaluation Strategies
	<p>Areas to Gather Evidence: Reflections and Narratives (Blogs, Posts, Stories, Video Summaries, Writing); Project Documents; Letters of Recommendation; Peer Reviews or Peer Assessments of Presentations; Session or Workshop Evaluations; Testimonials, Professional Development Plans, Communities of Practice/Learning Circles Feedback, Evidence of Trying New Things; Creative Endeavours, Book or Chapter Summaries/Synopses; Collaborations with Others/Groups; Professional Learning Networks; Conferences/Sessions/Course Documents or Listing of Participation; Published Research; Promotional Material Development; Feedback from Supervisors; Handouts Developed For Sessions: Application of Theory to Practice; Feedback from Consultees; Participation Listing of Committee Involvement; Contributions to Educational Blogs/Newsletters; And So Many More Ways to Demonstrate Your Learning</p>		

Liesel Knaack, Fall 2016 Attribution: Significant additions and changes to a similar chart found in McDonald, J., Kenny, N., Kustra, E., Dawson, D., Iqbal, I., Borin, P., & Chan, J. (2016). Educational Development Guide Series: No. 1. The Educational Developer's Portfolio. Ottawa, Canada: Educational Developers Caucus. Educational Development Guide No. 1 is licensed under a Creative Commons Attribution 4.0 International License. Available for free from <https://www.stlhc.ca/resources/educational-development-resources/educational-development-guides/>

