

## **PRE-WORK ASSIGNMENT - APS SUPERVISORY TASK SELF-ANALYSIS**

This pre-training assignment it will take approximately 15 minutes to complete. Note your strength areas and areas that need improvement. This must be completed prior to attending the training. This self-analysis will be included in a processing activity, please have it easily accessible.

	<b>Competent &amp; Confident</b>	<b>Adequate &amp; Skilled</b>	<b>Learning to do Better</b>	<b>Like to Grow</b>
Understand and Relate Policy and Procedures				
Case Assignments				
Facilitate Training				
Evaluate Performance				
Give Feedback				
Model Self-Care				
Motivate Staff				
Set Goals				
Enforce Limits				
Documentation				
Seek Professional Development				
Teambuilding				

Meet Deadlines				
Handle Personnel Issues				
Foster Dynamic Relationships				