



Listed below are the Professional Competencies that will make up 50% of the evaluation process.

<p>1. Commitment to students</p> <ul style="list-style-type: none">• Must be not only committed to students, but committed to the pursuit of excellence• Understands his or her role and responsibility and how they contribute to student achievement.• Understands how the job contributes to success for every student
<p>2. Professionalism</p> <ul style="list-style-type: none">• Remains calm under pressure: Responds to all people equitably• Is dependable, reliable and maintains a good attendance record• Is proactive when handling all situations; Is timely with information
<p>3. Knowledge of Job</p> <ul style="list-style-type: none">• Is knowledgeable about current and new practices and methods• Uses appropriate materials, equipment and resources• Knows appropriate policies, procedures, and regulations
<p>4. Communication</p> <ul style="list-style-type: none">• Is effective in oral and written skills• Is able to communicate well to manage conflict and deal effectively with problem situations• Is tactful when handling situations and difficulties
<p>5. Organization</p> <ul style="list-style-type: none">• Assists as needed to organize tasks; Is able to manage a broad range of activities• Anticipates the needs of students, parents, staff, supervisors and principals• Displays good time management by completing all assigned tasks by the assigned time
<p>6. Problem Solving</p> <ul style="list-style-type: none">• Changes routines to fit the needs of the situations; Recognizes issues and their implication quickly• Accesses and uses resources effectively and efficiently• Identifies process improvements
<p>7. Teamwork</p> <ul style="list-style-type: none">• Is able to be a team member / player• Attempts to understand other perspectives• Relates well to others; Treats people with respect
<p>8. Ethical</p> <ul style="list-style-type: none">• Articulates and follows a code of ethics for making professional decisions• Demonstrates ethical and professional behavior that includes trustworthiness and integrity