

Job Family Career Development Guide: Professional Level 2

The purpose of the Job Family Career Development Guide is to help employees and supervisors quickly identify competencies required for success at a designated career stream level. If you are currently employed at the above level, or aspire to someday work at this level, **complete the following steps**.

1. Review the Competency Summary table below and mark your level of experience and training, from your perspective, and ask that your supervisor do the same. This will help you to identify developmental opportunities.
2. Reference the Development Dimension table below for potential development ideas and paths.
3. Upload your development plan into SuccessFactors ([watch how-to video](#)).

Competency Summary	Experience and Training		
	Limited Experience and/or Training	Moderate Experience and/or Training	Extensive Experience and/or Training
1. Organizational Impact Works to achieve day-to-day objectives with moderate impact on the area. Works independently on larger, moderately complex projects/assignments. Sets objectives for own area to meet the objectives or goals of projects and assignments. May assist other professionals with tasks and assignments.			
2. Leadership and Talent Management May provide guidance and assistance to entry-level professionals and/or support employees.			
3. Problem Solving and Complexity Problems and issues faced are vague and may require understanding of a broader set of issues, but are typically not complex. Problems may span a range of issues or areas. Problems are typically solved through drawing from prior experiences, with analysis of the issue. Has responsibility for making minor changes or enhancements in systems and processes to solve problems or improve effectiveness of area.			
4. Communication & Influencing Others Communicates with parties within and outside of own area. Explains policies, practices and procedures of the level area to others within the organization. May work to influence parties within own area at an operational level.			
5. Knowledge and Experience Requires practical knowledge of area typically obtained through advanced education combined with experience. Typically requires a University degree or equivalent experience and minimum 2-3 years of prior relevant experience.			

Optional: [Click here to access on-the-job development ideas](#). If you are interested in colleague and stakeholder feedback, concerning potential developmental opportunities, consider launching a 360 Feedback Survey. [Click here to watch How-To video](#).