

Job Family Career Development Guide: Police, Fire and Skilled Trades Level 4

The purpose of the Job Family Career Development Guide is to help employees and supervisors quickly identify competencies and skills 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 Dimensions 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 major impact within the area. Provides day-to-day direction to a process or team, which includes resource allocation and coordination. Operational targets are generally achieved through leading other team members within the team through delegation and review			
2. Leadership and Talent Management Serve as a team lead. Delegate tasks to other team members and be responsible for the review of work product. Has supervision responsibility for employees while serving as a "working supervisor."			
3. Problem Solving and Complexity Problems and issues faced are numerous and undefined, and require detailed information gathering, analysis and investigation to understand the problem. Problems are difficult and moderately complex. Problems typically impact multiple departments or specialties. Problems are typically solved through drawing from prior experience and analysis of issues. Has responsibility for making moderate to significant improvements of processes, systems or products to enhance performance of level area.			
4. Communication & Influencing Others Communicates with contacts typically within and outside the department on matters that typically involve obtaining or providing information on matters of significant importance requiring some explanation or interpretation in order to reach agreement. Influences others to accept new concepts, practices and approaches			
5. (Knowledge and Experience) Requires advanced knowledge and technical mastery of trade or area typically gained through extensive work experience and/or training. Viewed as subject matter expert within discipline. Typically requires minimum of 5-7 years of experience. Typically requires vocational, technical school education, advanced skill training, or certification and supervisory responsibility in addition to prior work 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](#).