

Competency	Examples of Subjects / Courses	Rank your knowledge (1-5, 5=expert)	Rank your skill (1-5, 5=expert)	SUM / Gap	Learning priority	Timeline	Best Learning Method	Learning location
Planning	Strategic Planning							
	Operational Planning							
Budgeting	Finance							
	Budget Management							
	Financial Accounting							
Organizing	Organizational Behaviour							
	Project Management							
	IT Management							
	Facility Management							
	Program Management							
	Business Communication							
People Management	Human Resources							
	HR Law							
	Hiring & interviewing							
	Employee Engagement & Retention							
	Compensation							
	Giving & taking feedback							
	Training & Coaching							
	Performance Management							
	Delegation & Supervision							
	Managing Up to your Boss							
	Volunteer Management							
	Nonprofit Board Governance							
Managing in a unionized environment								
Controlling	Financial reporting							
	Impact reporting							
	Analysis							
	Performance monitoring							
Problem Solving	Data driven decision making							
	Change management							
	Issues/Crisis management							