# Skills Mapping Pre-Work Exercise

In preparation for our upcoming Skills Mapping workshop, please complete the following pre-work. We anticipate it will take about 20 minutes to complete this.

Please bring your completed work with you to the workshop.

Questions:

1. Bring a bouquet of shining stars! Please come prepared to share one positive thing about how the committee works well together. We encourage you to think of the team as a whole, rather than individual people – but if you feel it's important, you can also bring a star for an individual team member too!

   My Bouquet:
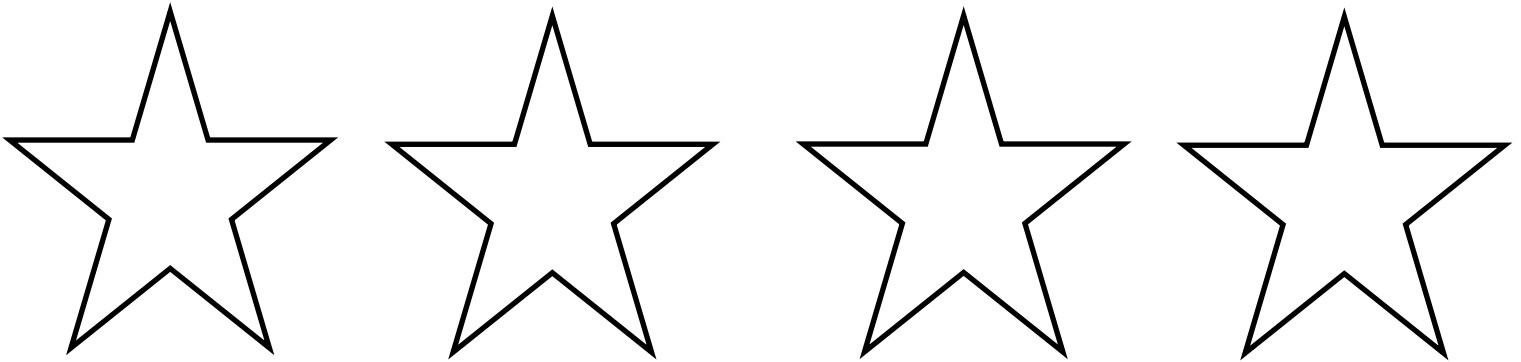
2. Next, think about your current volunteer role. What skills or competencies are most important to accomplish this role? If you're new, imagine what you may need.
   a. Look at the list of possible skills that we've provided. Add any that we've missed and make a note of any that need to be tweaked to be more accurate.
   b. Pick the top 10 skills that are the most important for accomplishing your volunteer role.

   Top 10 Needs for My Volunteer Role

   1.
   2.
   3.
   4.
   5.
   6.
   7.
   8.
   9.
   10.

3. Now think about your own skills and competencies
    a. Where are you strongest? Pick your top 10.

    My Top 10 Superpowers
    1.
    2.
    3.
    4.
    5.
    6.
    7.
    8.
    9.
    10.

    b. Do you have strong skills that you're not currently using in your volunteer role and would like to?

    Skills I Could Add to Volunteering

    _____

    c. Where do you feel you're still developing? Pick 3 areas where you'd like to grow, either because it would help you in your volunteer role OR because you have a personal interest. **Sharing of this information will be in the context of looking where the team as a whole would like to grow.**

    Where I'm Developing

    1.

    2.

    3.

    d. Are there any items on the list that are really not your interest or skill? For example, some people prefer looking at the big picture vision rather than managing small details. Others might prefer to implement a concrete and detailed plan and would be very stressed to have to improvise through a rough outline. **This is just for your own personal understanding – sharing with the group is optional.**

    My No-Go Zones

    _____

4. Finally, think about the team as a whole.
    a. Pick the top 3 – 5 skills and attributes that the committee currently does best when working together. If you're new to the committee, skip this question.

       The Committee's Top 5

       1.

       2.

       3.

       4.

       5.

    b. Are there skills that the team doesn't have enough of yet? For example, if only a few people know how to do certain tasks, that might slow down the team's work. IMPORTANT: This is **NOT** directed at any one person; it is observing how the team works together as a whole.

       The Committee's Thin Points

       _____

    c. Are there new skills that you could imagine might enhance our work either for your specific role or for the group? What would our ideal state be?

       New Horizons for the Committee

       _____