

## EVIDENCING CURRENT ABILITIES IN WORKING WITH OTHERS

Situation	Task
<p><u>Starter tips</u></p> <ul style="list-style-type: none"> <li>• Describe the situation and context in which you worked.</li> <li>• Explain your role and how it related to other team members/people.</li> </ul>	<p><u>Some Questions to consider:</u></p> <ul style="list-style-type: none"> <li>• What was the task for the whole team?</li> <li>• What was your specific contribution to the whole team aims?</li> </ul>
Action	Result
<p><u>Some Questions to consider:</u></p> <ul style="list-style-type: none"> <li>• Specifically, what did you do?</li> <li>• How did you monitor your progress?</li> <li>• What went well and why?</li> <li>• What went less well and why?</li> <li>• Did you make any changes/adjustments as a result?</li> <li>• Were you comfortable in giving your opinions during the task?</li> <li>• Were you quiet or dominant within the task?</li> <li>• How did others react to your comments?</li> <li>• How did you react to the comments of others?</li> <li>• Are you a good listener?</li> </ul>	<p><u>Some questions to consider</u></p> <ul style="list-style-type: none"> <li>• What was the overall result for the team</li> <li>• How did your efforts contribute to the overall result?</li> <li>• Were there any specific problems that arose during the task that you had to try to overcome? – If so, did you succeed in overcoming them?</li> <li>• Is there anything that you could have done differently? – If so what and why?</li> <li>• Did you require any additional support during the task? – If so, what type of support and was it effective?</li> <li>• Which interpersonal skills did you,             <ul style="list-style-type: none"> <li>a) Demonstrate most strength in during the task?</li> <li>b) Demonstrate a need for further development in?</li> </ul> </li> </ul> <p><i>(interpersonal skills may include skills such as communicating, negotiating, leading or listening)</i></p>