**MSU Extension Non-academic Staff DEI Dedication & Core Competency Self-review**

Employee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This self-review allows you to provide information to facilitate discussion with your supervisor regarding current accomplishments in, and future growth toward, [MSU Extension Core Competencies](https://www.canr.msu.edu/od/professional_development/core_competencies) and support of the [Extension DEI Dedication Statements](https://www.canr.msu.edu/outreach/about/diversity-equity-and-inclusion).

1. Discuss your accomplishments in support of the Extension DEI commitments within your role, area of responsibility and/or programming during this review period. Speak to how your work is connected to one or more of the [Extension DEI Dedication Statements](https://www.canr.msu.edu/outreach/about/diversity-equity-and-inclusion)**.**
2. In what area(s) do you believe you have opportunity for improvement? Please consider the areas below and propose activities in the next year that will result in development/improvement.

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| [**MSU Extension Core Competencies**](https://www.canr.msu.edu/od/professional_development/core_competencies)**:** | |
| **Area for Continued Success** | **Completed/Proposed activity** (if an area is not being considered for development/ improvement, mark as “n/a”)**:** |
| **Diversity, Equity, and Inclusion**  Leads and supports efforts to advance a diverse, equitable and inclusive community and workplace consistent with Extension’s core values. Builds awareness (of self and others across differences) and prioritizes diverse relationships, networks and collaborations to build and include all Michigan’s population across program planning, delivery and evaluation. Open to understanding, historical and current barriers that impact constituents and colleagues lives at the personal, interpersonal, institutional and culture levels. Consistently upholds the highest standards of equity and inclusion in programs to support and align with the [MSU Extension Dedication Statements](https://www.canr.msu.edu/outreach/about/diversity-equity-and-inclusion). |  |
| **Educational Delivery and Technology Adoption**  Delivers content in formal and informal educational contexts using appropriate strategies and methods based on the target audience. Stays current with innovations in educational technology and adopts these technologies as appropriate, using modern theories in teaching and learning. (e.g., being an early adopter or tester of innovative tools). |  |
| **Interpersonal and Organizational Professionalism**  Displays positive interpersonal skills and has self-awareness in being accountable, responsible. Recognizes areas for self-improvement and pursues professional development for continuous learning. Aligns actions to the mission and goals of Extension. |  |
| **Partnerships and Collaborations**  Is aware of issues and variables vital to the community being served, and understands how these variables impact program prioritization, planning, and delivery. Continuously seeks opportunities and builds strategic partnerships to leverage and build support for programming to reach organizational goals and serve communities according to their needs. (e.g., communicates with media, communicates Extension’s value to partners, awareness of community). |  |
| **Physical and Fiscal Resources**  Mindful of individual and shared workspaces and resources. Exhibits good stewardship of physical and financial resources (e.g., storage, supplies, budgets, financial records and reporting). |  |
| **Program Development, Evaluation, and Reporting**  Supports the development and delivery of programs including the collection of appropriate data to measure impacts. Understands the need to communicate programming outcomes to stakeholders and continuously improve programming content and marketing through evaluation. (e.g., needs assessment, marketing, program evaluation). |  |
| **Team Work and Leadership:**  Thoughtfully engages in working with others throughout the organization to plan and accomplish the organizational mission and promote shared values. Positively influences groups and individuals.  Establishes and supports teams such as advisory boards, committees, councils, etc. (e.g., coaching, mentoring, creating a vision, implementing action plans). |  |