

PSA Competencies

politically astute unionist -

people demonstrating this competency recognise the importance of the union as an independent political and industrial organisation of workers and its strength as a collective

- actively and openly support the union's policies and direction
- focus on participation to achieve collectivism
- work in partnership to achieve influence
- realise and act inclusively of biculturalism
- act in a principled and honest way in all environments at all levels
- look for and act on strategic opportunities with politicians, community groups, employers and other interested parties
- base decisions and actions on a thorough understanding of the character and culture of the community you are involved in
- accept responsibility and accountability for all outcomes

strategic thinker and planner

people demonstrating this competency recognise and interpret the broader issues over the long term and define the steps needed to achieve the vision and strategies

- demonstrate forward thinking, consider alternatives, and anticipate successes and problems
- take account of factors influencing or likely to influence strategic direction
- develop strategies that advance common interests
- translate strategic plans into practical action plans
- define steps needed to achieve outcomes through participative processes
- involve all the key people or groups in gathering and incorporating all view points to enhance the decision making process and obtain commitment
- act on and deliver outcomes in a well organised, efficient and coherent manner
- constantly assess outcomes of objectives and actions and quickly adjust to make changes where needed

democratic leader

people demonstrating this competency create a strong clear direction for their work area and inspire a shared commitment in those they work with. They lead by example and give practical effect to the values and goals of PSA

- motivate and enable others to take responsibility for their union
- build an environment that develops the skills, knowledge and attitudes of delegates and members so they have the power to influence their future
- demonstrate an understanding of power, authority and influence
- combine the work with groups, democracy and the larger picture
- provide a supportive environment that encourages others to explore new ideas
- promote the PSA, the strategy and vision to inspire others to participate in the union
- create positive opportunities and use them constructively
- demonstrate an understanding of the political nature of the PSA's work
- influence decision making within political processes
- demonstrate an understanding of what issues may effect or are of interest to different communities

constructive communicator

People who demonstrate this competency convey written and oral information in a way that ensures the audience has been able to understand the message They use language and styles appropriate to the various needs of people. (this includes increasing levels of listening, tact and diplomacy)

- work, with confidence, predominantly face to face at all levels
- use and benefit from the various range of resources available to support work (eg technology, research, education, information and admin)
- use creative, relevant written and oral communication that stimulates discussion and actions with others to meet specific or specified needs
- use consistent and convincing messages that are clearly thought out and delivered professionally
- use language that acknowledges and respects the diverse needs of others
- manage conflict by engaging with the difference and encouraging debate about ideas, issues, shared needs and outcomes not personalities
- can entertain and be spontaneous in formal and informal presentations

self manager

People demonstrating this competency prioritise their work and set aside time for activities that will add to the longer term. They recognise changing priorities and reorganise their work flow to accommodate them. They complete work in ways that are efficient and meet deadlines and quality requirements

- effectively manage own time, review own work process and adjust daily routines when needed
- break work into manageable chunks, action plan and coordinate resources effectively to get things done
- plan and initiate reviews for own performance and professional development
- recognise own strengths and weaknesses and participate in processes for improvement
- aware of oneself and your impact on relationships with others
- take responsibility for actions and decisions and their impact on others
- maintain links and build networks with others
- provide constructive feedback to others
- seek help from others when needed
- work to agreed standards, guidelines, and acts within the set boundaries of the organisation
- work to make things happen with a “can do” attitude

cooperative team member

People demonstrating this competency contribute to the success of their team and PSA as a whole. They build cooperative working relationships with other staff and facilitate teamwork in other organisations. They show a concern for getting things done and achieving results in the team and the organisation

- manage conflict within the teams and develop strategies to overcome problems
- build networks and relationships between people
- contribute to and work with others to achieve common objectives
- demonstrate commitment to team decisions and goals
- assist other team members to contribute to the success of the team by sharing knowledge, ideas, experience and skill