

## **Ed465 077 - Management Competencies Assessment Instrument. a Publication of Building Professional Development Partnerships for Adult Educators Project (Paperback)**



**ED465 077 - Management Competencies Assessment Instrument. A Publication of Building Professional Development Partnerships for Adult Educators Project. PRO-NET 2000**

**Et al, Renee Sherman, Dionne Dobbins, John Tibbetts**

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Bibliogov, United States, 2013. Paperback. Book Condition: New. 246 x 189 mm. Language: English . Brand New Book \*\*\*\*\* Print on Demand \*\*\*\*\*.This publication introduces an assessment instrument to help programs implement management competencies. It discusses development of management competencies and describes the Management Competencies Assessment Instrument (MCAI) designed to help managers verify and validate their competencies and use the information for planning professional development and improving programs. (Based on 21 competencies identified in Management Competencies and Sample Indicators for the Improvement of Adult Education Programs (MCSI), MCAI mirrors the format of the management competencies. The first skill area corresponds to the first competency in MCSI. Associated indicators are listed under each competency and rated on a four-point scale from 1--Needs Assistance through 4--Exemplary; additional choices are Not Applicable and Don t K n o w . The publication provides an overview of types of evidence (performance evaluations, administrative reports, and portfolios) verifying existence of a competency, since in addition to the rating scale for each indicator, the format provides space for the evaluator to record supporting evidence comments. These MCAI uses are discussed: needs assessment, planning for and evaluating professional development, hiring, retention and dismissal, program evaluation, facilitating communication, and systemic change. Appendixes to the 17-page report are MCSI, MCAI with administration instructions, and summary profile for management competencies. ( YLB 1.

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