

## Competency Model for Emerging Nonprofit Leaders

Core Competencies				Nonprofit Competency
Effective Communication	Personal Management	Leadership Development	Technical Skills	Sector Savvy
Difficult Conversations	Career Planning/ Mapping	Influencing Without Authority	Budget Management	Advocacy
Interviewing	Commitment to Equity, Diversity & Inclusion	Managing People & Projects	Data Management & Analysis	Fundraising
Public Speaking/ Presenting	Personal Branding	Meeting Planning & Facilitation	Social Media	Governance & Board Relations
Relationship Building	Self-Awareness	Mentorship	Computer Skills	Program Management
Writing	Self-Care	Motivating & Supporting Others		Volunteer Management
	Self-Management	Strategic Thinking		Working in a Socially Just Way

Core Competencies - Skills/knowledge that are essential for emerging leaders in any professional field

Nonprofit Competency - Skills/knowledge that are essential for a nonprofit professional

### **Effective Communication**

- Difficult Conversations - Giving and receiving feedback, negotiation, resolving conflict
- Interviewing - Interviewing for jobs, and conducting job interviews
- Public Speaking/Presenting - Speaking professionally and persuasively
- Relationship Building - Networking, collaboration, teamwork
- Writing - Writing professionally and persuasively

### **Personal Management**

- Career Planning/Mapping - Identifying career goals and steps necessary to achieve those goals
- Commitment to Equity, Diversity & Inclusion - Personal commitment to the values of equity, diversity & inclusion
- Personal Branding - Presenting yourself online and offline, unique skills, strengths, and values
- Self-Awareness - Capacity for reflection and a clear perception of your strengths, weaknesses, etc.
- Self-Care - Work/life balance, physical and emotional wellness
- Self-Management - Time management, organization, accountability, etc.

### **Leadership Development**

- Influencing Without Authority - Persuading others that do not report to you, managing up
- Managing People & Projects - Supervision, delegation, organization, decision-making, performance management
- Meeting Planning & Facilitation - Agenda building, guiding the group, capturing action items
- Mentorship - Finding and engaging with a mentor, mentoring others
- Motivating & Supporting Others - Providing encouragement to others
- Strategic Thinking - The ability to imagine what could be and how to make it happen

### **Technical Skills**

- Budget Management - Understanding, developing, and monitoring budgets
- Data Management & Analysis - Understanding the value of data, ability to analyze and interpret data
- Social Media - Using social media platforms for professional purposes
- Computer Skills - Ability to use text documents, spreadsheets, slides, email, internet browsers, etc. in a professional capacity

### **Sector Savvy**

- Advocacy - Action for or against a cause or on behalf of others; guidelines for nonprofit advocacy
- Fundraising - Identification, solicitation, tracking and stewardship of charitable funds that sustain an organization
- Governance & Board Relations - Role of nonprofit boards and how to effectively work with members
- Program Management - Planning, implementing, and evaluating programs
- Volunteer Management - Recruiting, training, overseeing and acknowledging volunteers
- Working in a Socially Just Way - Building organizational culture that puts values of equity, diversity, and inclusion into practice, and supports the sustainability of a nonprofit career (living wage, work/life balance, etc.)