Assessment Only Pathway (AOP) Readiness Self- Evaluation Checklist for Career Supervision Programme (CSP)

Before your assessment, go through the checklist and ensure that you are able to tick 'YES' for <u>at least</u> 60% (21/34) of the assessment criteria.

> Are you able to meet these assessment criteria?

Key Learning Objectives	Assessment Criteria	Yes	No
Supervise career development practitioners	Able to explain the role of administrative supervisor		
	Able to explain the role of clinical supervisor		
	Able to compare the roles of administrative and clinical supervisor		
	Able to explain the challenges of having dual roles of supervision		
	Able to explain how clinical supervision impacts the quality of career services.		
	Able to explain the following clinical supervision models: a. Kolb's Experiential Learning Model b. The Discrimination Model c. Situational Leadership d. Integrated Development Model		
	Able to discuss how the various clinical models can be adapted to guide your supervision approach		
	Able to evaluate which clinical supervision model is best suited for different supervisees		
	Able to explain the different supervision formats and their advantages		
	Able to discuss the components of effective supervision for career practitioners		

	Able to apply active listening and effective questioning skills during clinical supervision sessions		
	Able to discuss the role of the clinical supervisor at the different stages of supervision		
	Able to discuss the different stages of group development, and how the role of supervisor shifts at various stages		
	Able to explain the importance of supervisory alliances		
	Able to explain how to prepare for the initial meeting with the new supervisee		
	Able to explain how to maintain an ongoing supervision relationship		
	Able to apply strategies to address the dynamics in a supervisory relationship		
Manage quality of career services	Able to explain what evaluation is		
	Able to compare formative and summative assessment		
	Able to explain the key elements of effective evaluation		
	Able to explain the importance of feedback		
	Able to explain the factors to consider during feedback		
	Able to describe the principles of providing effective feedback		
	Able to apply feedback models during feedback sessions		
	Able to discuss the barriers to provide feedback		
	Able to discuss the strategies to break barriers to providing feedback		
	Able to explain how to respond to feedback		

	Able to explain the importance of wellness and self-care in preventing burnout		
	Able to discuss the strategies for self-care		
Evaluate ethical, legal and professional issues in education and career advisory	Able to explain ethical supervision		
	Able to describe the attributes of the ethics of supervision		
	Able to discuss common ethical and legal issues in clinical supervision		
	Able to analyse ethical issues in clinical supervision		
	Able to apply the ethical decision-making process in various situations		
	Total	34	34

Have you met target of 21 'Yes'?