A simple but powerful model, our **Mind Skills + People Skills + Technical Skills** provides both employer and all employees with a practical road map for understanding the core people capabilities employees need to succeed and thrive at every stage of their career.

By focusing on key strategic capabilities, our clients experience increased sustainable business performance and benefit from the development of more capable people.

CORE PEOPLE CAPABILITIES

MIND SKILLS

PEOPLE SKILLS

TECHNICAL SKILLS

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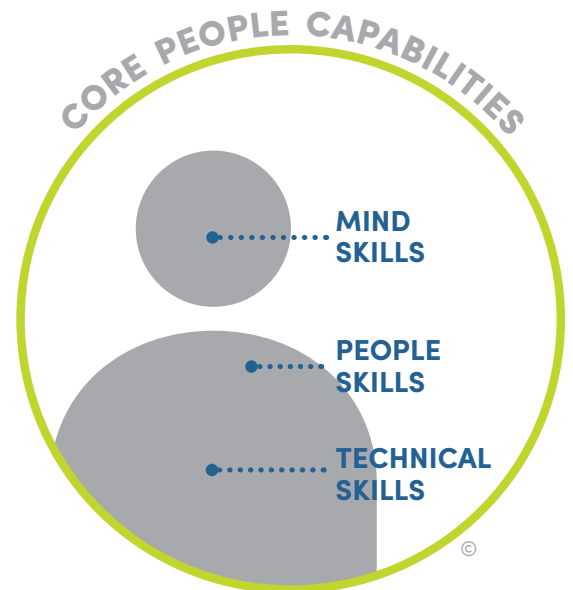
MIND SKILLS

Embedded in the brain's cognitive function and are closely associated with learning and problem solving

Executive Function Skills

The brain-based skills enabling focus, organizing and planning, understanding of different points of view

- **Focus:** Centering one's attention on a task or project and bringing it to completion
- Organizing, Planning, and Prioritizing work or project
- **Different points of view:** Surfacing and challenging underlying assumptions

Growth Mindset

Belief that most basic abilities can be learned through dedication and hard work

Adaptability

- Capacity to reflect dynamically amid constantly shifting work landscape
- Ability to be resilient and recover from setbacks
- Ability to think, move, and change quickly (i.e., agility)

Critical Thinking

The objective analysis and evaluation of an issue in order to form a judgment

- Testing claims for truth
- Surfacing and challenging underlying assumptions
- Widening the scope of inquiry
- Awareness of unconscious bias

Curiosity

Desire to learn, know, and understand. Fueled by inquisitiveness.

Creative Thinking

The process of generating new and imaginative ideas and solutions. Happens best in psychologically safe environments which enable inspiration or innovation.

Decision Making

Ability to make quality decisions in a timely manner, taking into consideration uncertainty and the possibility of not having complete information.

We exist to inspire and support the conscious practice of people development in the workplace. We believe that when developing people becomes a conscious value and integrated practice in an organization, it drives **INDIVIDUAL GROWTH + BUSINESS GROWTH + SOCIAL CONTRIBUTION**.

CORE PEOPLE CAPABILITIES
MIND SKILLS + PEOPLE SKILLS + TECHNICAL SKILLS

PEOPLE SKILLS
The interpersonal and behavioral skills and abilities

Emotional Intelligence

Ability to manage one's emotions in the workplace, home, and community through self-awareness, self-control, self-motivation, and empathy

- **Self-Awareness:** Awareness of what one is feeling and thinking and how it informs thoughts and behaviors, understanding the impact on others. Understanding one's strengths and weaknesses. Clearly seeing how others perceive us.
- **Self-Control:** Expressing one's emotions at the appropriate time and degree; anticipating consequences
- **Self-Motivation:** Ability to take initiative, achieve, and persevere
- **Empathy:** Ability, through listening and seeing, to perceive from another's point of view and to feel moved to act on someone's behalf
- **Compassion:** Ability to recognize the suffering of another and willingness to take an action to help alleviate the suffering

Authenticity

Ability to be true to oneself. The ability to relate to others in a genuine, courageous, and high-integrity manner.

Kindness

Ability to be gentle or considerate of another. The act of goodwill.

Balance

Ability to manage commitments and make trade-offs to keep a healthy balance between business and family, activity and reflection, work and leisure. Tendency to be self-renewing and handle the stress of life without losing the self.

Communication Skills

- **Active Listening:** Fully concentrating on what is being said rather than just passively hearing the message of the speaker. Listening with all sense.
- **Effective Speech:** The ability to verbally advocate, inquire, illustrate, and frame one's thoughts and ideas
- **Effective Writing:** The ability to use written words to convey information clearly and persuasively

Giving and Receiving Feedback

The ability to receive feedback with the intent to improve and achieve. The ability to give feedback with the intent to help another person to improve and/or achieve a goal.

Teamwork

The ability to work cooperatively or collaboratively as part of a group of persons acting together as a team or in the interests of a common cause or goal

Influencing

Ability to persuade others and cause desirable and measurable actions and outcomes. Opening others to possibilities.

Resolving Conflict

The ability to reconcile opposing views in a manner that promotes and protects the interests of all parties concerned

Leveraging Differences

Ability to appreciate and incorporate diversity of thought, experience, and culture in a way that engages and encourages better collaboration with one another

Integrity

Ability to adhere to a set of values and principles that one espouses; follows through on commitments and leads by example

TECHNICAL SKILLS
The abilities and knowledge needed to perform tasks within a specific field or discipline

Domain Skills

Specialized knowledge or ability needed to perform a specific task or function

Digital Readiness

The knowledge, skills, and ability to use technology to effectively perform one's job

Multidisciplinary Skills

The appreciation for and ability to engage different disciplines and perspectives to solve problems and create new solutions