

| Job Description – Core Competencies | | |
|--|---------------------------------|--|
| No | Competence | Description |
| 1 | Leadership | Demonstrates exceptional ability in setting a vision/goals and influencing and inspiring others to achieve this vision; always brings out the best in others |
| 2 | Innovation | Continually employs originality and inventiveness to generate new ideas, alternatives, processes and solutions; always challenges the status quo |
| 3 | Job Skill/ Knowledge | Always displays a complete and extremely high level of knowledge and skills specific to all areas of responsibility and tasks of their position |
| 4 | Communication | Extremely efficient in the clear expression of both written and verbal communication; always able to structure ideas in an articulate manner and adapt the message to the audience; ensures that the message is understood |
| 5 | Decision Making | Displays an exceptional ability to evaluate relevant information, compare options and select the optimum alternative; looks beyond the obvious and superficial to analyse all possible risks and outcomes; learns from previous mistakes |
| 6 | People Development | Naturally adopts a mentor role; creates an atmosphere of constructive challenge; encourages regular performance appraisals; strongly believes in the benefits of training and coaching |
| 7 | Collaboration | Has a complete understanding of their role within their own and associated organisations; effectively collaborates within and outside the organisation to achieve common goals |
| 8 | Planning | Demonstrates sound project planning, management and scheduling skills; always prioritises work and understands project details; always able to assess, evaluate and select the required resources |
| 9 | Flexibility | Complete understanding of how to manage change and help others through the transition; adapts personal style to the individual and the demands of the situation |
| 10 | Vision | Continually seeks ways to improve both individual and organisational performance in order to influence the organisation's future; communicates this vision to others; always expresses the vision through behaviour and applies it in practice |
| 11 | Time Management | Extremely good at prioritising time and resources in maximising effectiveness; constantly looking for indications that resources and time are not being used to best advantage; deadlines are always met |
| 12 | Interaction | Demonstrates exceptional ability to achieve results through effectively working with others; always sensitive and responsive to the needs and views of others; excellent at establishing goodwill and win-win relations |
| 13 | Attention to Detail | Can always be relied upon to produce completely accurate data and documentation; attention to detail is never compromised |
| 14 | Athlete Welfare | Demonstrates a sincere commitment to meeting relevant athlete needs; intrinsic desire to help others; ensures problems are solved as soon as possible |