

Resources to Support & Enhance Job Performance

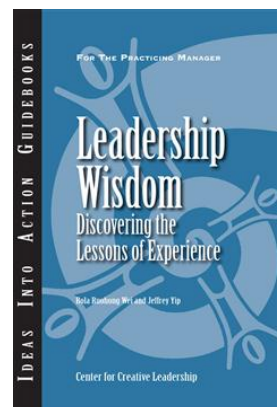
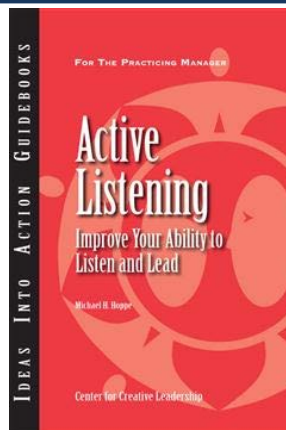
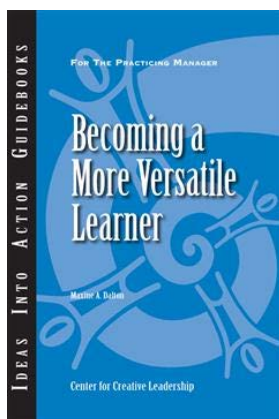
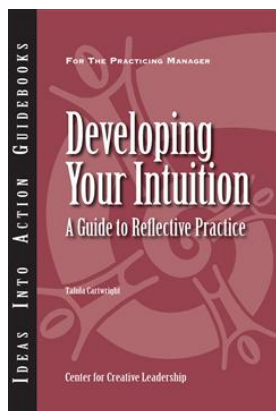
II. COMPETENCY*

The ability to do something successfully or efficiently. Ability. Talent. (Includes Job Knowledge; Comprehension; Judgment and Decision making)

ONLINE COURSES

- ☐ Job Knowledge (*refer to your Position Description and Supervisor*)
- ☐ Listening Essentials: Improving your Listening Skills
- ☐ Critical Thinking Essentials
- ☐ Decision making: The Fundamentals
- ☐ Making Decisions Dynamically
- ☐ Goals and Setting Goals

BOOKS



To Access Resources:

Log in to **UAOnline**

Select **Employee**

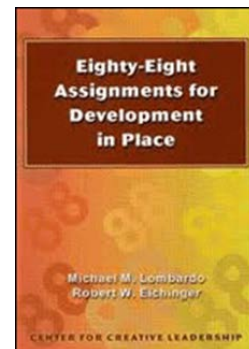
Services →

Employee E-Learning →

SkillSoft → **Submit**

TOOLS

This book is available in Books24x7®
Examples of assignments to develop managers by increasing the challenge of their present jobs. Some on-the-job assignments may be used as “stretch goals” or modified for non-managers.



The above are examples of free resources available to all UA employees. Do you have a recommendation? Email details to ua-hrtraining@alaska.edu

* 2014 UA Performance Appraisal – See Performance Factors for more detailed definitions.

Note: UA Employees and supervisors are in the best position to determine appropriateness and relevancy of resource s relative to an employee’s knowledge, skills and abilities.