

# Secretaries Talent Council

## Summary of the Band 3 Capability Assessment and Development Planning Program

The Secretaries Talent Council (STC) is charged with building a strong and diverse pipeline of future leaders to ensure the ongoing institutional strength of the APS



### Who should participate?

This assessment and development planning process is designed for all Band 3s and equivalent agency heads to support their development.

Secretaries Board have agreed that all Band 3s will participate as part of the APS Reform agenda.

### What are the benefits?

The assessment is designed to give you and the APS insight into your capability, greater clarity on your career aspirations and any additional development or support you might benefit from.

Feedback to date is that the assessment has had a great impact on individuals – many have found it the most useful feedback and development experience of their career.

### Questions?

If you have any questions, please contact the Talent Management Team at the APSC [talentmanagement@apsc.gov.au](mailto:talentmanagement@apsc.gov.au)

You'll undertake an intensive assessment process to gain insights into three key areas:



#### 1. PAST EXPERIENCE

Your critical experiences including depth and breadth



#### 2. CURRENT LEADERSHIP CAPABILITY & BEHAVIOURS

Your current performance including strengths and development areas



#### 3. FUTURE CAREER PLANS

Your career next steps and key development or experience required to achieve your goals

Participation requires 20 hours across several months and includes:

#### Assessment (June - August)

A robust assessment process to gain insight into past experience, current capability and potential for the future

360 degree feedback, leadership styles assessment, behavioural interview, interviews with stakeholders.



#### Feedback (September)

Executive Summary Report and 360 degree feedback report

Feedback session with coach (organisational psychologist)



#### Development Planning (October – March)

Development planning session with coach

Triangular conversation with coach and manager



#### Development (Ongoing)

Implement your development plan with the support of your manager and agency

Six monthly check-ins with your coach

Invitation to update your assessment after 2-3 years



I found the sessions with my coach to be extremely valuable. I have implemented a range of strategies to address challenging feedback and this has helped me to become better at my job.

- Past participant



I've never met a coach of that quality, my coach had a great balance between empathy and objectivity.

- Past participant