

**Self-Assessment Skills Checklist**

The following checklist is designed to help you identify your individual skills and think about how they fit together as skill set to make sure that the BDA Work Ready Programme is for you. Remember to think about whether you enjoy using these skills as well as how confident you are in them.

**Health promotion**

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| --- | --- | --- | --- | --- |
| **Skills** | **Extremely confident** | **Very** | **Not so confident** | **Unsure** |
| **An understanding of current health promotion research** |  |  |  |  |
| **Explaining how dietitians can support health promotion delivery** |  |  |  |  |
| **Presenting yourself as a health promotion expert** |  |  |  |  |

**Interventions**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Skills** | | **Very confident** | **Quite confident** | **Not confident** |
| **Knowing how to use tools to assess nutrition needs** | |  |  |  |
| **Creating a written report to share assessment findings** | |  |  |  |
| **Ability to analyse assessment information from a variety of sources and prioritise issues** | |  |  |  |
| **Presentation of findings and planning next steps** | |  |  |  |
| **Delivery of the intervention stages** | |  |  |  |
|  | Catering |  |  |  |
|  | Vending |  |  |  |
|  | Environmental changes |  |  |  |
|  | Workshop delivery |  |  |  |
|  | One to one advice |  |  |  |
| **Evaluation and monitoring** | |  |  |  |

**Partnership working**

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| --- | --- | --- | --- |
| **Skills** | **Very confident** | **Quite confident** | **Not confident** |
| **Identifying key stakeholders** |  |  |  |
| **Developing partnerships to foster change in a new work setting** |  |  |  |
| **Working with a variety of people in a corporate or work setting** |  |  |  |

**Sales / Marketing**

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| --- | --- | --- | --- |
| **Skills** | **Very confident** | **Quite confident** | **Not confident** |
| **Developing a plan to reach targets** |  |  |  |
| **Disseminating communication materials** |  |  |  |
| **Following up leads by phone and in person** |  |  |  |
| **Gaining business from initial contact** |  |  |  |

**Business Management**

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| --- | --- | --- | --- |
| **Skills** | **Very confident** | **Quite confident** | **Not confident** |
| **Understanding invoicing and payment processes** |  |  |  |