This worksheet can assist in beginning to identify a few basic core competencies that your new hire will require to successfully meet the requirements of their role and responsibilities through assigned routine tasks, activities, interactions or special projects? It will also provide a place to consider how the new hire will contribute to your overall business/organization success.

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| **Activities/Tasks/Interactions:** List items you noted in [***The New Hire & VMV activity***](http://ideasolutions.ccew.ca/wp-content/uploads/sites/3/2023/08/2.OutReach-YourNewHireOrganizationVMV-EN.docx) | **Key Competency:** [*Click here for sample generic description of core competencies*](http://ideasolutions.ccew.ca/wp-content/uploads/sites/3/2023/08/3.Inclusive-Job-Description-GenericCoreCompetenciesIndicators-EN.pdf) | **oHow do they Contribute to Your Business/Organization:** | | |
| **Values** | **Mission -** Current Purpose | **Vision/Goals -** Future |
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**Note:** The preliminary exploration in this activity & the VMV worksheet will lay the foundation to develop Inclusive Job Descriptions, Postings and Salary & Benefits.