**Identifying emerging talent checklist**

This practical checklist helps identify if emerging talent in your service demonstrates the skills, behaviours, and attitudes needed for effective management. It serves as a tool for observing, evaluating, and discussing potential candidates.

Not all criteria need to be met initially but consider if individuals could demonstrate these traits with the right development and support.

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| --- | --- | --- | --- | --- |
| What to look for | Yes | No | N/A | Evidenced already or development need |
| Does the individual build respectful relationships, develop trust, and communicate clearly with clients, families, colleagues, and professionals? |  |  |  |  |
| Are they adaptable in communication style, cultural awareness, and able to meet diverse needs and situations? |  |  |  |  |
| Do they demonstrate high standards of professional behaviour, fairness, equity, and inclusivity? |  |  |  |  |
| Do they reflect values supporting high-quality care and set a positive example through reliability and punctuality? |  |  |  |  |
| Are they committed to learning, seeking feedback, and trying new approaches to improve? |  |  |  |  |

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| --- | --- | --- | --- | --- |
| What to look for | Yes | No | N/A | Evidenced already or development need |
| Do they proactively take on additional responsibilities and suggest improvements in care delivery? |  |  |  |  |
| Are they effective at problem-solving, resourceful, and focused on solutions over problems? |  |  |  |  |
| Do they actively participate in team discussions, support team decisions, and collaborate effectively? |  |  |  |  |
| Are they mindful of their impact on others and contribute to overall team success? |  |  |  |  |
| Can they work independently, take ownership, and also support team efforts? |  |  |  |  |
| Do they seek knowledge, show eagerness to learn, and inspire confidence among peers? |  |  |  |  |
| Are they adaptable, resilient, and committed to delivering consistent, high-quality care? |  |  |  |  |