## **Checklist to identify talent**

| What to look for | Yes | No | N/A | Further details to evidence this |
| --- | --- | --- | --- | --- |
| Able to have effective and respectful relationships with people who need care and support. |  |  |  |  |
| Strong communication skills enabling them to engage with people who need care and support, family members, advocates, colleagues and external professionals. |  |  |  |  |
| Maintains high standards of personal and professional behaviour. |  |  |  |  |
| Demonstrates high levels of engagement in earlier learning and development. |  |  |  |  |
| Is willing to challenge themselves to try new things. |  |  |  |  |
| Is willing to step in and get involved in things above and beyond their role. |  |  |  |  |
| Is a good problem-solver. |  |  |  |  |
| Regularly suggests ways to improve standards of care. |  |  |  |  |
| Actively contributes to team discussions and ways to improve the organisation. |  |  |  |  |
| Aware of how their own work can impact others. |  |  |  |  |
| Able to work on their own as well as effectively in a team. |  |  |  |  |
| Is keen to learn from others. |  |  |  |  |
| Is creative in their day to day work. |  |  |  |  |

### Further information and advice about succession plan is available from [www.skillsforcare.org.uk/succession](http://www.skillsforcare.org.uk/succession)

### Skills for Care 2023