EEUK Fellowship Self-assessment checklist

Section 1: did I "make the case" clearly? Ask yourself:

- Have you answered each of the sections (each bullet point) to "make the case" for your role/remit?
- Is it clear where/when you have addressed each bullet? (separate paragraphs or numbered?)
- Are your answers explicit/clear? *(for example, in your answer to 1.1. have you clearly identified drivers? Have you stated the behaviours, skills and attributes in your answer to 1.5)*

Section 2: have I demonstrated competence in my chosen pathway?

Ask yourself: By describing work situations, my own actions (approach taken) and outlining the result, am I clearly demonstrating my professional competence? (or just describing a situation?)

- I am indicating what I used (reports/insights/frameworks/tools/policy) to determine my approach?
- Have I addressed the over-arching heading (from my pathway) by answering each of the bullet points?
- If you haven't used the CAR or STAR framework to structure each answer, then check that it is possible to run through the section indicating the letters C.A.R against your sentences to ensure you have addressed each fully (and then you can include these letters in your document to help the assessors see your approach).

Section 3: Evaluate and Review your practice (Personal Statement)

- Did you choose a framework for your reflection?
- Are you reflecting and evaluating (finding the lessons learnt and areas for improvement which you can use in Section 4)
- Did you put yourself in the heart of the statements? Your commentary should be reflective and by placing "I" at the heart of the activity and focusing on values being evidenced to inform your practice, you can learn from your own actions and reflection on own practice, using feedback.

Section 4: Reflect in order to Action Plan

- Is your action plan a plan for your own personal development, rather than your work to-do list? Is it phrased as personal goals, drawn from reflection on own practice (section 3)?
- Does it show the timescales for clear statements of proposed action?

ETCToolkit: Ask yourself: Is this a robust contribution to the ETCToolkit?

- Have I used the right template?
- Have I given the underpinning references/citation?
- Can someone else work from this/understand your approach?
- Have you provided everything you need to illustrate this clearly (feedback/photos)?
- Have I acknowledged all my learning and/or work of others (bibliography)?