



**MESUREZ  
VOTRE  
SAVOIR-ÊTRE**



**DÉVELOPPEZ  
VOTRE  
SAVOIR-ÊTRE**



Centre de référence en agriculture  
et agroalimentaire du Québec



Canada



Québec

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Ce projet a été réalisé dans le cadre du programme « Initiative d'appui aux conseillers agricoles » selon les termes de l'entente Canada-Québec sur le Renouveau du Cadre stratégique agricole.

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## Objectives of this presentation


- Present the tool



***Measure your generic skills***

and

***Develop your generic skills***



*Generic skills are...*

- The set of personal qualities primarily associated with an individual's attitudes and behaviour useful in carrying out a trade or performing a profession (also referred to as generic skills)
- Essential for all professionals executing a role as an advisor.

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## OBJECTIVES OF THIS PROJECT

- Allow farm advisors to meet their full potential by offering them ways to evaluate and develop their generic skills.
- Make available a analytical and evaluation tool of generic competencies to farm advisors.
- Elaborate and maintain a way to support farm advisors in the development of their generic skills.

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## MEASURING YOUR GENERIC SKILLS

What is this?

*A tool which proposes...*

- A structured and confidential evaluation process:
  - by means of a questionnaire on the web,
  - in which a participant can conduct a self evaluation and, if he chooses, invite his peers to evaluate him.
- The results are handed back to the participants in a report format which enables him to know his areas of strength, his skills which need improvement and to measure the impact he has on his entourage.

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## MEASURING YOUR GENERIC SKILLS

It's important to know...

- Has been created from a profile of interpersonal skills compiled by a human resource consultant in collaboration with numerous agricultural extension specialists and stakeholders from the sector.
- The profile is composed of 25 interpersonal skills.
- The approach that "Measuring your generic skills" proposes is completely confidential.
- The results of the evaluation belong to the agricultural extension specialist.

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## MEASURING YOUR GENERIC SKILLS

Why embark in this process?

- *For a consultant:*
  - Deepen his knowledge of self.
  - To better understand the impact one has on people surrounding us.
  - Quickly identify the strengths and opportunities for development.
  - Prioritises, on an objective basis, the skills to develop, in conjunction with his supervisor.
- *For a business:*
  - To propose a consultant/supervisor approach.
  - Overview of the skills that are a priority to be developed by a team of advisors working together
  - Validate for the consultants and the clients the importance of the generic skills for the farm advisor.

**Moreover, the use of this tool is free!**

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## MEASURING YOUR GENERIC SKILLS

The steps

There are 4 steps in this process:

- 1- The participants register.
- 2- The participants choose their external evaluators.
- 3- The participants and the external evaluators complete the evaluation form.
- 4- The participants receive their evaluation report.

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## MEASURING YOUR GENERIC SKILLS

Step 1: Registration

To register, you must go to the following link (available in French only)  
[www.mesurezvotresavoir.gc.ca](http://www.mesurezvotresavoir.gc.ca)




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## MEASURING YOUR GENERIC SKILLS

Step 1: Registration

Participants have an important notice to read before starting the process




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**MEASURING YOUR GENERIC SKILLS**  
Step 3: The participant and his evaluators receive the questionnaire

**Section 1**

Section 1 - Questionnaire d'évaluation

1) Évalue attentivement et s'assure de bien comprendre son interlocuteur.

2) Identifie clairement les priorités du producteur.

3) Rassemble les informations pour dégager une vision globale.

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**MEASURING YOUR GENERIC SKILLS**  
Step 3: The participant and his evaluators receive the questionnaire

**Section 2**

Section 2 - Que développer en priorité?

Afin d'orienter les efforts de développement de la personne évaluée, selon vous, où est-ce que cette personne devrait travailler en priorité?

	1	2	3	4
Établir une relation de collaboration avec ses clients	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gérer les dossiers avec plus de rigueur et de méthode	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maîtriser l'expérience et l'information reçues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bien utiliser les capacités du client et les ressources du milieu	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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**MEASURING YOUR GENERIC SKILLS**  
Step 3: The participant and his evaluators receive the questionnaire

**Section 3**

Section 3 - Commentaires généraux

Si vous avez des observations additionnelles à transmettre au sujet de la personne évaluée, mentionnez-les dans l'espace ci-dessous. N'utilisez pas que vos commentaires se trouvent dans les autres questions et dans la langue dans laquelle vous les écrivez.

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## DEVELOPING YOUR GENERIC SKILLS

The consultation section on the site will propose training, publications and information that can support the development and improvement of the participants skills



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## DEVELOPING YOUR GENERIC SKILLS

Most of the training and publications proposed will link up to the suppliers/organizations website



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## DEVELOPING YOUR GENERIC SKILLS

For each of the 25 skills, you will find a chart with « tips and tricks »



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Questions?



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