

# UVIC COMPETENCY RESOURCE GUIDE

## REMAIN AGILE

I recognize that our complex and changing environment creates new and diverse demands on my work, my team and me. I am responsive and adaptable to change, and exercise self-care to maintain personal resilience. Supporting UVic to achieve its vision requires me to be flexible in how I think about and approach opportunities.

### WHY IS THIS IMPORTANT?

People are our strength. The value UVic places on the physical and mental health of students and employees is part of what makes UVic a supportive, inclusive and welcoming environment to learn and to work. When we have the tools and resources to look after ourselves we can maintain the energy we need to get our work done and remain agile during times of change.

### HOW COULD THIS BE DEMONSTRATED?

- Anticipating change, exploring alternative outcomes and developing contingency plans
- Clarifying expectations and checking in regularly to confirm approaches, decisions and actions
- Taking steps to remain current on best practices
- Monitoring your own reactions to change and considering how others' reactions may be different
- Taking steps to maintain personal well-being
- Adapting behaviour to respond to different situations
- Revising goals to meet new demands and priorities

### SAMPLE COACHING, REFLECTION OR INTERVIEW QUESTIONS

- What is your attitude towards change? Where has that come from?
- Tell me about a work-related change that went well for you? What made it work?
- When did a work-related change not go well for you. What happened? How did it feel? What could have made it better?
- How do you adapt to change? What do you need to do to let go of the old ways/patterns/beliefs and accept new ways of doing things?
- How would others know when you are struggling with a change? What do you need from others when things get tough?
- How do you look after yourself during change and how do you know when you need to set boundaries or seek help?
- What do you need from me/your supervisor during change?

# UVIC COMPETENCY RESOURCE GUIDE

## REMAIN AGILE (*Continued*)

### SUGGESTED SKILLS TO DEVELOP

- Self-awareness
- Personal productivity
- Giving and receiving feedback
- Inquiry
- Empathy
- Perseverance

### LEARNING OPPORTUNITIES

- Develop a self-care plan to build resilience (sleep, nutrition, exercise, community etc.)
- Attend a course or workshop open to employees (e.g. those listed on HR's learning and development web page), access an online learning library or engage in self-directed learning
- Review the employee Health and Wellness Blog
- Ask for coaching or coach others through a change
- Use journaling to reflect on your own change experience

Refer to the [Competency Resource Guide Index](#) for links to these and other UVic documents, activities, and opportunities