



PROFICIENCY LEVELS

Introduction

This rubric ensures consistent definitions of proficiency levels across all APWA education programs and career learning paths. Committees, presenters, and participants can confidently align content, skills, and expectations using this shared understanding.

Rubric

LEVEL	EDUCATION CONTENT/KNOWLEDGE	SKILL
Introductory	Focuses on a general or broad overview of the topic and awareness of basic facts. Limited experience with the subject matter is necessary to understand content areas.	Understanding of the general or basic process and steps. May not be responsible for performing the task or may perform the task on an infrequent basis.
Applied	Focuses on practical implementation of technical steps or strategies. Some prior knowledge and experience of the topic is necessary.	Use and mastery of basic techniques. Understanding yet limited use of advanced techniques.
Advanced	Mastery of basic concepts associated with an area has been obtained. Focuses on understanding nuances, advanced concepts, and intricacies of implementation within knowledge area. Strong understanding of how the concept impacts other factors or areas of operations.	Implementation of advanced techniques, understanding of dependencies and influencing factors, as well as how that skill/process impacts other areas of a project or operations.

Expected Benefits of Rubric Implementation

Several benefits to committees, presenters, and participants are expected from a consistent use of the rubric across education programming.

For Presenters

- Tailor sessions to the audience's expected knowledge level.
- Spend more time on advanced insights and less on building foundational knowledge.
- Market programs more accurately.

For Participants

- Select programs that match learning needs and career goals.
- Increase satisfaction with programs and confidence that programs will meet learning needs.
- Develop shared vocabulary for knowledge and skills across APWA.