



Proficiency Levels

Introduction

The below levels will be used to identify which level of education a program meets. These levels will also be used within the career learning paths to identify the level of knowledge or skill required for each position. This will ensure there is a consistent definition and of each proficiency level across all APWA programs.

Rubric

Level	Education Content/Knowledge	Skill
<i>Introductory</i>	Focuses on a general or broad overview of the topic, awareness of basic factual recall. Limited experience of the subject matter is necessary to understand content areas.	Understanding of general or basic process and steps. May not be responsible for performing the task or performs the task on an infrequent basis.
<i>Applied</i>	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.
<i>Advanced</i>	Mastery of basic concepts associated with an area has been obtained. Focuses on understanding nuances, advanced concepts, and intricacies with 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 presenters, members, and the learning path project are expected by a consistent use of the rubric across both education programming and the learning path project:

Presenter Benefits

- Presenters can design their program based on the level they have identified for their program. No longer do presenters need to spend 20 minutes of their hour program setting the stage and provide basic foundational information for an advanced level program. They can assume that those attending have identified the program is a level match to their needs and abilities.

- Presenters will be able to assume who or at what knowledge level participants are at who are attending their program. This will allow more creativity in how they develop their program.
- Marketing or descriptions of programs will better identify the target audience ensuring that the right people for what the program offers are participating.

Member Benefits

- Members will be able to select programs that better match their needs and knowledge/skill abilities.
- Members can have consistent expectations for what the program has to offer, thereby members will likely be more satisfied with their educational experiences.
- Consistent language and categorizing of resources, programs, and tools across all areas of education within APWA, allows members to develop a strong understanding of what the levels are and what they mean. It develops a common language within the association and industry with regards to knowledge and skill level.