

## CAPABILITIES DETAIL

### FUNCTIONAL CAPABILITIES

FUNCTIONAL CAPABILITIES are specialist skills required to perform the Delivery Team and Convener Team roles on the Lab. Functional capability detail for each role is in each role description.

### TECHNICAL CAPABILITIES

TECHNICAL CAPABILITIES are capabilities which are required for anyone on the Lab Delivery Team. Some technical capabilities will also be required of some of the Convener Team roles. These are capabilities that can be trained upon joining the team, and are encouraged though not mandatory prior to joining the team.

#### AGILE:

Knowledge and ability to use Agile as an iterative project management modality working in sprints and rapid cycles.

#### DOCUMENTATION:

Knowledge and ability to use shared protocols, processes and practices for capturing information and learning.

#### STAKEHOLDER RELATIONS/CUSTOMER SERVICE:

The ability to work with a multi-stakeholder system, different perspectives, and ability to communicate effectively with the variety of stakeholder groups across the system.

#### PROTOTYPING:

Knowledge and ability to create and build products using, rapid cycles, testing, and customer validation.

#### DESIGN:

Knowledge and use of basic formatting, shared documentation standards, presentation of information, fonts, logos, templates, etc.

#### LAB COMMUNICATIONS:

Knowledge and ability to use multiple communications channels (print, video,) storytelling, and narrative generation.

#### IT SYSTEMS:

Ability to use social media (Twitter, Facebook), project management platforms (Trello, Slack) and other systems as required.

## CORE CAPABILITIES

CORE CAPABILITIES are personal and interpersonal skills required by all Delivery and Convener Team members to run the Lab successfully.

### SELF AWARENESS:

The ability to be conscious of one's own character, feelings, capabilities, motives, and desires. It includes awareness of how you are perceived by others and the impact you have on others.

- Self-reflection
- Emotional awareness/intelligence
- Learning
- Well-being and balance

### CREATIVITY:

The ability to be effective and produce results with patience, bravery, and flexibility in the face of complexity and uncertainty.

- Courage
- Openness
- Working with emergence
- Suspending Judgement

### COLLABORATION:

The ability to reach mutual understanding and connection by exchanging information, ideas, feelings and feedback- especially across differences. It includes the ability to create and share meaning and produce collective results.

- Accountability
- Feedback
- Dialogue and Listening
- Conflict resolution

### POWER AND SYSTEMS:

The ability to understand how systems function and to perceive the role and impact of power within systems.

- Perception
- Awareness of Privilege
- Seeing systems
- Power