**QATAME PRACTITIONERS’ COMPETENCY STANDARDS (QATAME Coordinators and Members)**

**B.1 Critical Thinking**

* Gathers sufficient, credible, relevant informations
* Observes objectively
* Distinguishes between information & inference drawn from that information
* Demonstrates clear understanding of the QATAME roles, functions and responsibilities
* Evaluates points of view fairly
* Determines argument based of fact and logic versus fallacies or false assumptions
* Infers critical information needed to make recommendations

**B.2. Analytical and Interpretative skills**

* Explains results and knows the reasons for those results
* Makes inferences that are consistent with each other
* Distinguishes probable from improbable implications
* Decodes and clarifies findings
* Follows where evidence and reason lead in order to provide fair and logical technical assistance or solutions on critical incidents

**B.3 Manipulating computer**

* Demonstrate basic knowledge on computer operation
* Demonstrates capacity to create online evaluation tools

**B.4 Developing monitoring and evaluations tools**

* Demonstrates knowledge in designing monitoring tools and instruments
* Demonstrates capacity in contextualizing monitoring tools and instruments

**B.5 Observing**

* Takes notes of what has seen, heard and observed during monitoring
* Listens intently to the discussions and sharing of ideas while doing monitoring and evaluation
* Take notes of non-verbal communications
* Pays attention to details
* Observes with focus and concentration.

**B.6 Discerning**

* Uses senses in detecting critical incidents while doing QAME
* Recognizes distinct behavior or actions of significant people in the activity
* Writes down only what is seen heard
* Determines how and when to tell delicate or personal information during debriefing or meeting
* Utilizes the best available evidence in making decisions (SG, presentation of the facilitation skills, use of

technology)

* Assesses the documented evidence (observation, remarks, self-notes)

**B.7 Communicating effectively**

* Writes and presents results and recommendations
* Documents critical incidents
* Provides required oral and written QATAME reports
* Relates technical issues effectively and persuasively

**B.8 Giving feed back**

* Provides feedback based on facts and evidence
* Provides immediate and specific feedback to the PMT
* Provides feedback that focuses on observations rather than judgement
* Responds positively to critical feedback and differing points of view during debriefing
* Presents information seen observed to build enthusiasm and provides motivation to improve

Performance

* Presents balance information on what he/she is doing well and what he/she can improve on

**B.9 Demonstrating content, knowledge and proficiency**

* Demonstrates knowledge of QATAME framework, processes and tools
* Applies data gathering and analysis tools
* Demonstrates skills in conducting interview and focus group discussion
* Demonstrates skills in preparation and writing of report

**B.10 Personal and interpersonal attributes**

* Fosters collaborative relationships with fellows from different offices
* Demonstrates interface with fellow workers from other offices
* Affirms responses of participants and others in the training during interview, debriefing of FGD
* Allows participants to presents their ideas with bias or judgement
* Demonstrates awareness that every has the ability to change and grow.