

# The Places You'll Grow!

TD Competency Model Certificate  
Tracking Sheet

**Administrative Skills**

\_\_\_\_\_  
TD#, Title / Date Completed

**Communication**

\_\_\_\_\_  
TD#, Title / Date Completed

**Diversity,  
Equity, &  
Inclusion  
(DEI)**

\_\_\_\_\_  
TD#, Title / Date Completed

**Customer Service**

\_\_\_\_\_  
TD#, Title / Date Completed

**Supervision/  
Management**

\_\_\_\_\_  
TD#, Title / Date Completed

**Team Building**

\_\_\_\_\_  
TD#, Title / Date Completed

**Leadership**

\_\_\_\_\_  
TD#, Title / Date Completed

**Work/Life  
Wellness**

\_\_\_\_\_  
TD#, Title / Date Completed

1. View the TD Competency Model webpage:  
<https://www.jmu.edu/talentdevelopment/competencies/index.shtml>
2. Decide on workshops, register, and attend
3. Record TD#, workshop title and date completed on this tracking sheet
4. Send to TD when complete to receive your Certificate of Completion

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**JACard#:** \_\_\_\_\_

Please contact us with any questions you may have:

**JMU Talent Development**

MSC 5808

(540)568-4104



**Talent Development**