

## Capability Framework and Capability Discovery Tool transcript

This document is a transcript of an Auslan training video about the NSW public service capability framework and capability discovery tool. The video can be [viewed in the Belonging and Inclusion Library](#).

You can view the [full series of videos in the Belonging and Inclusion Library](#).

### Background

The video is part of a series created following a one-day workshop held by the Public Service Commission. The workshop focused on meeting the cultural and language needs of Deaf Auslan-speaking employees. The workshop was open to all Deaf employees in the NSW public sector as an opportunity to invest in their career growth in an environment tailored to their needs. The workshop was delivered entirely in Auslan and was designed with input from the Deaf community.

### About Auslan

Auslan is a language used predominately by the Australian Deaf community.

### Transcript

The NSW government uses the [capability framework](#) when employing people, so what is it? It is a tool that helps the public sector to grow their workforce.

It provides information and a common language for:

- job descriptions
- recruitment
- role expectations
- role mobility
- learning and development activities
- career planning

The framework has capability groups which explains the knowledge, skills and abilities that employees need to have.

Focus capabilities are the most important capabilities.

When you apply for a role, you will be assessed against the capabilities for that role.

The capabilities for a role are located in the role description. You can find the role description in the job advertisement or by asking HR.

There are behavioural indicators that show you what behaviours and actions are needed to be effective in your work role.

There are additional capability groups which explain the specific capabilities needed for some professional, technical or trade roles in the NSW government.

The capability discovery tool is a tool you can use to measure your skills against the capability groups.

You can assess yourself to find out:

- What your knowledge, skills and abilities are
- What skills you need to develop and improve on
- If you have the right skills and knowledge for a new role

How can you use the discovery tool?

You can assess the role you do now – do you have all the knowledge, skills and abilities to do your role effectively?

Do you do an excellent job, a good job or do you need professional development?

You can also measure your skills against a new job that you may be interested in applying for. When you have finished you can download your report.

You can talk to your manager if you are comfortable doing so, about your discovery tool, so that you can work on a plan for applying for new roles, and you can get feedback too. You can talk to your colleagues or a mentor for advice.

You can ask HR for support if you are stuck, and you may want to ask an interpreter to translate the report into Auslan for you.