Career Direct - Personal Consultation Rubric						
CRITERIA: Area of Evaluation	**Greatly Exceeds Expectations (Excellent)** **5 Points**	**Exceeds Expectations (Good)** **4 points**	**Meets Expectations (Satisfactory)** **3 points**	**Below Expectations (Fair)** **2 points**	**Does Not Meet Expectations (Poor)** **1 point**	**Comments**
A: Introduction						
Interview: asked important and relevant questions; reasonable time spent	✓					Acting, so that the consultant is well - prepared. Created a safe space for rapport building, and allowed to ensure clarifications on certain elements and what is meant by for example the Finance and where it fits in and what is meant by Financial stability for Laura as the client. Clarified in the beginning, as well that the focus is on Occupational which helps me as viewer to understand the reasoning behind the Career Direct consultation.
Cover page: Confirmed ID; discussion of "self-discovery"			✓			I would put the actual score between 3/4 because scrutinizing the consultant did each on the concept of self-discovery, the criteria of confirming specific information as not done which is one of the core of evaluation. I would have spent a bit more time on the self-discovery and a bit more elaboration from a personal perspective as a consultant.
Table of Contents - When to use this report (to encourage future use)		✓				The table of contents was explained well, but I would maybe spend a bit more time in the understanding and the possible positioning of future use as the Career Direct consultation is Occupational in nature and emphasizing future use would be beneficial.
4 Windows page: Explain	✓					The four components and windows page was explained really well with practical examples and the positioning as well. Also mentioning and referring to the process of Ikigai.
Exploration of Scales and Scores, including mid-range, introductory discussion of personality	✓					I feel personally this was explained well and leaving room for possible questions the individual might have. Also allowing for client to get comfortable by positioning themselves where they see themselves regarding their personality traits and personality introductory. Allowing room for questions.
B: Personality						
Personality: Main factor, description, sought client confirmation		✓				Incorporated a lot of information through client. Gave some indications, but could describe the different factors a bit more clearly to ensure client understand the factor much better, but the client did understand the overall factor.
Personality: Sub-factors used to explain nuances of main factor, sought client confirmation	✓					A lot of input was asked from client regarding these sub factors, explaining the position and how it relates to the client.
Personality: Career implications (client ID of the most important ones, any not apply)	✓					Did ask a lot of questions regarding career implications regarding the personality factor which was quite insightful regarding placing of the individual in a occupational setting. Asked a lot of opening questions when unsure and allowed the client to complete the thought.
Personality: Paragraphs (need paragraphs on back & discussion during the graph review to cover the same ideas); sought client confirmation	✓					The consultant went throughly through the paragraphs and asked a lot of input from the client to ensure some clarity and how it plays out. Giving a good indication which is more true and which not. Giving a clear indication regarding which of the paragraphs are more relevant and which is not which helps the consultant understand the client profile much better. The consultant also allowed for a lot of clarity and took time with the paragraphs, did not rush which is really good. The consultant also brought in the previous personality factors and started making links as she goes along with the client. If the client did not give a clear answer or just a yes/no allowed for a summary to ensure more input from client.
Strengths/Non-strengths: clear explanation, markings, summary, "homework"	✓					This was well explained and cared some audio time on this section and selective how useful this could be in an interview, selective to comments and non-strengths and identic low components of determining what is a strength and what is not. Also mobilizing the homework and the confidence of utilizing these elements.
Money Page Discussion	✓					Well - rounded discussion by indicating some contrast regarding the high skills, but still feeling relaxed and asking for some clarity on these components as in normal terms it might not make sense. Eventhough it has been identified regarding Finance being a bit of a struggle, as well as in the beginning of the session. The consultant referred to the Crown ministries courses which could be helpful in this regard.
Critical Life Issues: appropriate discussion	✓					Critical life issues were mentioned, but not necessarily spoken about except the financial situation which was mentioned. This means in this situation the consultant made it clear that they are not equipped in this regard, but can send resources which we will will be able to assist.
C: Interests						
Circle graph: good explanations of how the client's interests are distributed; good questions				✓		I personally feel that the circle graph was mentioned, but it was not necessarily explained well enough. It was mentioned in how it is divided here, but necessarily explained how it looks and not really asked questions to the client on their view of the circle chart.
Exploration of Vocations/Support/Lifestyle interest/travel, with examples		✓				I do think that the difference in the occupation /lifestyle and support interest was explained well. How it fits into the whole picture and what this means for career implications. Questions were asked well and the client could understand what is meant by the various interests.
Working through interests appropriately		✓				I am being a bit strict here, because the question is related to it worked through appropriately, which is very subjective in nature. This therefore, refers to subjective view of appropriately until do think that it is well addressed, but would probably have commented it better with personality factors.
Appropriate reviews of Interest Summary Pages (Activity/Occupation/Subject)	✓					Overall well explained and described, why did not go into depth when identified emotional groups and spoke thoroughly through the activity, occupation and subject groups.
Appropriate reviews of Lowest Interest Groups; red Flags noted if applicable	✓					Mentioned of the lowest groups, but it was not necessary to mention any red flags as overall good indicator and one of the lowest skills to be aware off.
D: Skills						
Skills: appropriate review including any red flags within the lowest skills section	✓					Gave clear instruction and spoke about in general and not just one component. No red flags was identified, but allowed the client to identify if they are unsure or see red flags for example clarity needed on what is mentioned by motivating skills.
E: Values						
Value statements, Work Outcomes and Life Values: Asked for further explanation of how client values them when needed/helpful	✓					Well explained and opportunity to make changes or have applicable and better understanding regarding certain components.
90s, 80s and 70's: Any others needed to be added (top 5?). Any thing low in Values that should be noted/pointed out/asked about?	✓					Well explained and consultant noted certain aspects that needed to be added in life regard or moved when going into the Interactive Action plan.
F: Interactive Action Plan						
Synthesis Process: Creating the Dance		✓				Met quite fast once the dance, but there was no audacity and straight forward. did not spend ceessary time on this component.
Synthesis Process: Create a Funnel with client	✓					A more very detailed explained and audio through the process thoroughly, and when there was lack of understanding, or needed more explanation the consultant was well - equipped to ask questions to open up regarding the various components and some of the constellations.
Next Steps: 6th Next navigations		✓				It was mentioned, but not necessarily focused on a lot, which in this case I think is dependent on the needs of the client.
G: KV Core Competency Standards						
Cultivates trust & safety for the client	✓					
Maintains presence	✓					
Invites actively to client		✓				Solid pick up on body behaviour changes closer to the end of the initial consultation regarding the skills and values. As a consultant one should maybe pick up on these non-verbal cues and just tweak a mini - break especially if the session extends over a hour which in this case is 6hr. Ensuring that you do not bore the client.
Bolders awareness – ask questions	✓					There was good rapport building and overall very engaging language and open - ended questions which ensured any uncertainties were cleared up.
Facilitates client's growth	✓					There was mention of non-strengths to be aware off and how it might look differently in the work environment which is important. So cultivating and building the clients growth.