

# How to Develop Performance Measures for Complex Skills

Ingrid Ulbrich, Achieving Academic Success

Steve Beyerlein, University of Idaho

Kathy Burke, SUNY Cortland

Tris Utschig, Kennesaw State University

Note: in this workshop we will develop performance measures for **mentoring skills**, perhaps the most challenging set of skills within the [Classification of Learning Skills](#)

# Why this PD Session?

See how PE performance measures are developed,  
by doing it!

- **Learn** how performance measures are developed
- **Create** draft content for multiple measures of valuable, complex performances
- **Participate** in a structured team activity with a diverse group of PE colleagues
- **Enjoy** more impactful coaching of students, professionals, and other mentees to maximize their capability and raise quality of life
- **Overcome** impediments to self-growth to maximize your own quality of life

# Components of a PE Performance Measure

- **Description** - rich paragraph illustrating how use of the targeted skill unfolds
- **Dimensions** - five pairs of important factors affecting quality
- **Levels** - labels for five equally spaced increments of capability
- **Statements** - what performance looks like at each level for each pair of dimensions

# What are Mentoring Skills?

**Mentoring Skills:** a subset of the [Classification of Learning skills](#) used by mentors and self-growth coaches to **unlock application of growth skills**. They enhance a self-growth mindset, help to integrate life plans, and are often the focus of reflection.



Cognitive Domain

0

*Mentoring Skills*



Social

1

*Mentoring Skills*



Affective

8

*Mentoring Skills*



Evaluation and Assessment of Quality

29

*Mentoring Skills*

**Growth Skills:** a subset of the [Classification of Learning skills](#) that improve personal capability through metacognitive awareness and motivation to produce new actions that **improve performance development** in a variety of contexts.

**Mentoring Skills:** a subset of the [Classification of Learning](#) skills used by mentors and self-growth coaches to **unlock application of growth skills**. They enhance a self-growth mindset, help to integrate life plans, and are often the focus of reflection.

# What is the Mentoring Skills Project?



Measures  
for 38  
mentoring  
skills

- **An Academy resource**
- **A cross-disciplinary collaboration using a systematic, scholarly approach**
- **18 complete, 11 in progress, 9 yet to be started**

# PM DEVELOPMENT PROCESS

Pre-workshop

During Workshop

Post workshop

Step	Description (Note: we generally develop measures for two skills at a time)
1: Build a team	Uses attendees present. <b>Detailed information sent to participants ahead of workshop.</b>
2: Identify a facilitator for each measure (do 2 at a time)	<b>Volunteer facilitators are determined ahead of the workshop.</b> Tris keeps a spreadsheet of current skill status and priority for completion.
3: Orientation to logistics of the process	10-15 min during initial session only, for those new to process. <b>Tailored to participant needs.</b>
4: Write descriptive definitions of skill	<b>Done in Moodle forum with small groups</b> - Teams write two descriptive sentences about each skill.
5: Create a Performance Description	Combine input from step 4. <b>Done by facilitator &amp; an experienced PE person while others work in breakouts on steps below.</b>
6: Identify an expert	Visualize an example of someone who does each skill better than anyone else. Imagine them doing it. <b>Done informally by each individual</b>
7: Brainstorm factors	<b>Done in Moodle forum by small groups</b> – Teams Brainstorm a ranked list of 7 factors that affect the performance of each skill.
8: Inventory team lists	<b>Done live with large group</b> – combine factor lists from each team into one non-redundant list for each skill.
9: Reduce to a top 10 list	<b>Small groups pick top 2-3 factors</b> from combined list to lock into initial top 10 for each skill. Then, <b>large group negotiates to finalize top 10 list</b> for each.
10: Pair the top 10	<b>Done live with the large group</b> - Match or pair-up the top 10 items into 5 pairs.
11: Label each pair	<b>Done live with the large group</b> – Labels represent a range from “novice” to “expert”.
12: Describe each level in a few words	Briefly define what each level means with a few words. Do level 5 first, level 1 second, then the others.
13: Describe performance at each level for each pair	<b>Steps 12-13 require ~90 minutes of effort by a small group of 2-3 individuals</b>
14: Test measure	The PE Expert group can help do this by using the draft measure and providing feedback to improve it.