Learnlife Impact Rubric

tracking and assessing the impact of growth in lifelong learning capabilities: **Self-Management**

Summary - self-management proficiency				
very limited **Self-Management** capability observed	low **Self-Management** practices evident	moderate **Self-Management** capability, growing indicators	Proficient **Self-Management** capability in evidence, strong growth trajectory	High proficiency in **Self-Management** capabilities consistently in evidence
Pre Phase: little Self-Management	**Low Self-Management**	**Emerging Self-Management**	**Self-Management a strength**	**High Self-Management**
Finds it difficult to manage time in most contexts	Tries to manage own time if there are not too many interruptions, often with struggles.	Creates strategies for managing time. Not always good at sticking to them.	Manages time efficiently and effectively. Sticks with plans.	Excellent time management and strong personal organisation is a natural component of everyday habits and the outcome of effective self-management
Fails to understand the potential use of feedback so does not seek it and does not readily take notice of any feedback	Understands that feedback is helpful. Accepts but does not always act on feedback.	Seeks feedback and accepts assistance or advice to implement better self-management strategies.	Reflects on own performance or productivity and can create and implement strategies to better self-manage.	High capacity to self-reflect with the end result of improving outcomes or productivity. Actively seeks external feedback so as to challenge self and further improve self-management and output.
Seemingly prefers distractions to any active self-management which links directly then to low productivity	Finds many obstacles and distractions that create blockers to action and often finds it difficult to persevere in this context.	Seeks help to overcome personal challenges and manage oneself more effectively. Often needs ongoing coaching to realise goals.	In most cases overcomes productivity and self-management obstacles, successfully employing strategies to improve.	Perseveres in the face of personal obstacles for the achievement of work objectives or the realisation of goals.

Is in reality unaware of the need to develop self-management skills	Is aware of the organisation's expectations in connection with self-management, but often finds this too hard to live up to the expectations	Is an emerging role model when it comes to strong self-management resulting in a heightened ability to complete tasks	Makes good self-management decisions bearing in mind ethical and values-based decisions, as well as the organisation's expectations.	Displays the ability to place all actions and outcomes within a framework that demonstrates high capability in self-management
Seems to hold little understanding of the connection between reliability and self-management.	Tries to be punctual and reliable - but not always consistent.	Takes responsibility seriously in terms of self-management as it relates to aspects such as punctuality and reliability	Demonstrates very good reliability in terms of punctuality and self-management in both solo and group contexts	Thinks about things in advance and is well prepared and organised for events and tasks as they arise; uses own strong self-management to encourage others into similar habits
Largely unaware of issues leading to very limited self-management. Little evidence of any plan to change this.	Understands the need to work through issues that prevent good management, seeking to deal with these as they arise - with mixed success.	Perseveres in the face of obstacles that might otherwise prevent good self-management; experiences some success in terms of attaining objectives and goals as a result of self-management strategies	Demonstrates strong practices with regard to being well prepared and organised - not only for their own productivity, but also for others and within meetings	Demonstrates high proactivity when it comes to self-management, easily able to prioritise tasks and activities; influences others in similar strong self-managing practices as a positive, honest role model with obvious integrity
Demonstrates little awareness of any strategies connected to improving self-management	Plans to organise self, time, resources, projects - with mixed success	Organises self, time, resources, projects with the outcome of improved productivity	Demonstrates consistent success in self-management with an outcome of improved productivity and outputs.	Highly proficient strategies in self-management; realistically assesses own strengths and weaknesses and their impact on others relative to the requirements of the work
Demonstrates little awareness of any strategies connected to improving self-management	Plans to organise self, time, goods, projects - with mixed success	Often makes positive choices and plans productive courses of action; understands what it takes to self-manage well	Demonstrates strong self-management skills, especially when it comes to completing tasks and contributing to a wider team goal	Manages self and other's time, advising and coaching others on effective self-management strategies.