

Understanding and Using the Talent Development Capability Model

TEMPLATES
& TOOLS

WHAT IS THE TALENT DEVELOPMENT CAPABILITY MODEL?

The Talent Development Capability Model is a research-backed framework that guides the talent development field in understanding what practitioners need to know and do to be successful, now and in the future. The model is a blueprint for impact for practitioners and their organizations, and it can be used by individuals and teams.

This future-oriented model, which can be personalized, sets a new standard for the field. It responds to those trends affecting talent development, such as digital transformation, data analytics, information availability, and partnerships between talent development and business.

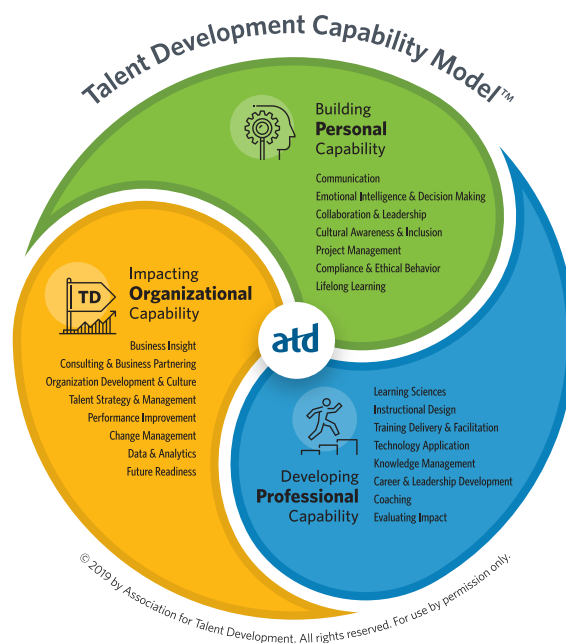
Who Is This Model For?

- Current talent development professionals
- Those seeking entry into the field
- Managers of the talent development function
- Organizational leaders seeking to leverage talent development for organizational effectiveness

How Can the Model Be Used?

The Talent Development Capability Model can be applied in various ways by a diverse set of stakeholders.

- Individuals can use it to explore job or career expansion, identify knowledge or skill gaps, or to prepare for certification.
- Academic institutions, professional groups, and others involved in education can benchmark and align their curricula.
- TD managers and leaders can use it to establish what roles to fill and which sets of skills are required of their staff.
- Organizations can use it to identify the ideal talent development function that is structured to meet both the needs of their workforce and the goals of their business.



**Building
Personal Capability**



**Developing
Professional Capability**



**Impacting
Organizational Capability**

HOW IS THE MODEL ORGANIZED?

Domains of Practice

Talent development knowledge and skills have been organized into three domains of practice that are applicable to all roles: Building Personal Capabilities, Developing Professional Capabilities, and Impacting Organizational Capabilities.

Capabilities

What TD professionals need to know and be able to do has been organized into 23 capabilities within the three domains. Knowledge and skill statements across these capabilities outline the specific content required for the successful and effective practice of talent development. Individuals can self-assess against these statements to identify their personal knowledge and skill gaps.

Learn more at
td.org/CapabilityModel

atd

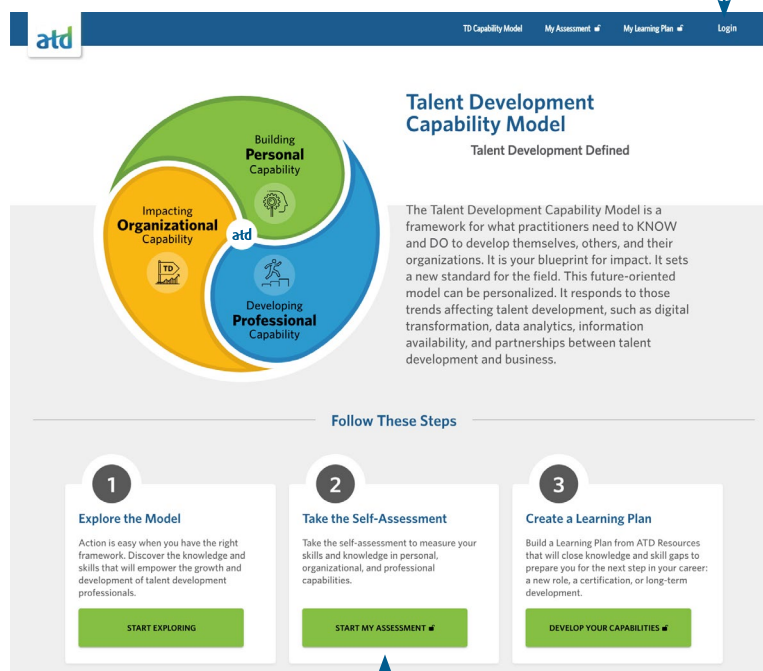
SELF-ASSESSING IN THE MODEL

You can review each of the knowledge and skill statements within the model, rating your proficiency on a scale of one to five. These ratings will roll up into a score for each capability and each domain. This will help you identify and prioritize areas for further development.

Sign in

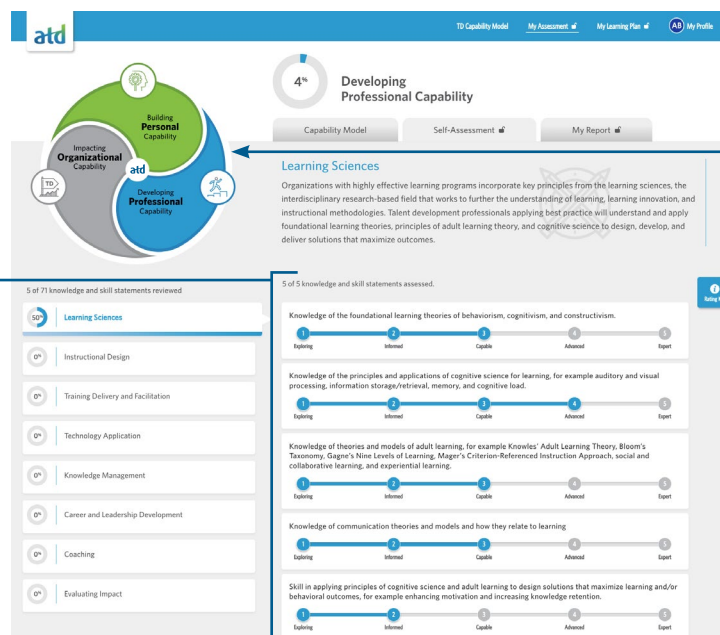
How to Do the Self-Assessment

1. Sign in to the interactive Capability Model using your td.org account.
2. Select Start My Assessment.



Start self-assessment

3. Within each capability, review all knowledge and skill statements. Rate your current level of proficiency for every statement.
4. After you complete a domain, select the next domain in the model at the top to work through all of the capabilities.



Navigate between domains

Refer to the "rating key" to guide your selection. If you have little exposure to something, rate yourself a one.

Learn more at
td.org/CapabilityModel

WHAT MY SCORES MEAN

Your proficiency scores for each capability area will give you a sense of what level of knowledge or skills gap you may have in a particular area. These individual capability scores roll up in to scores across the three domains of practice and will show where your strengths and areas of development are across the talent development skill set.

It is important to remember that many jobs may only be emphasized in some parts of the model. Because the model can be personalized, you can determine which areas are best to focus on for your professional development.


Lower scores in a domain, capability, or statement indicate a topic where you have the opportunity for growth.

Close Your Skill Gaps

Review the proficiency scores for the capabilities most relevant to your current role or a role you aspire to have. Lower scores could indicate an area for improvement.

Recommended resources are available for each capability and are linked within the app. More resources also exist on the ATD website.

You can also choose from curated learning paths aligned to your goals and create a personalized learning plan.



WANT TO KNOW HOW YOU STACK UP?

Check out our benchmarks for all capabilities of the model at td.org/CapabilityModel.



The interactive Talent Development Capability Model works on all your devices, from a phone, to a tablet, to a desktop or laptop.

RESOURCE TYPES

Articles: from TD magazine

Blogs: written by TD experts

Courses: ATD Education courses (face-to-face, online, and On Demand)

Performance Resources: tools, templates, and *TD at Work* guides

Publications: for-purchase books by subject matter experts and research reports with the latest insights and analysis

Video: ATD-produced content on thousands of topics

CREATING A LEARNING PLAN IN THE MODEL

Once you have completed your self-assessment and identified where you have knowledge and skills gaps, you can create a personalized learning plan to close those gaps.

To ensure your learning plan meets your needs, once you choose a learning path, the interactive website will compare your self-assessment results against that path to recommend resources designed to deepen your knowledge and expand your skills.

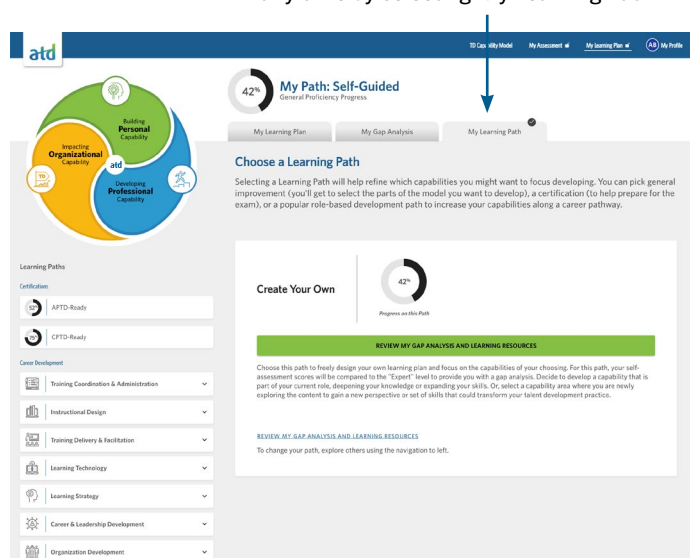
How to Create a Learning Plan

1. Go to the Talent Development Capability Model interactive website: capability.td.org.
2. Complete the [self-assessment](#).
3. From the [My Report](#) page, select [Select a Learning Path](#).

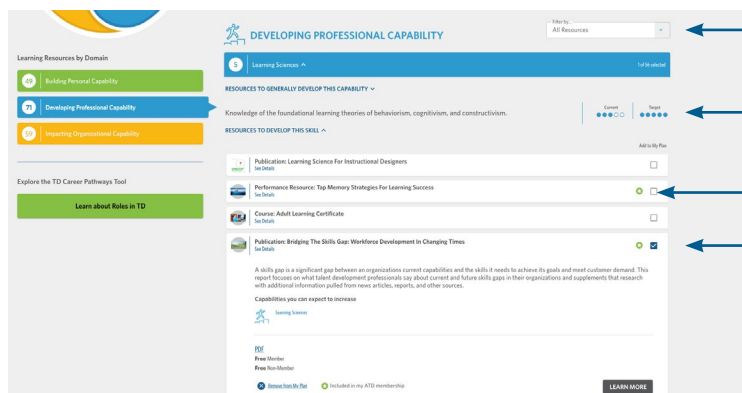
You can update or change your goal at any time by selecting [My Learning Path](#).

Choose a learning path from among several options:

- Choose an ATD-curated development path that is role based for trainers or facilitators, instructional designers, e-learning professionals, independent consultants, and more.
- Pursue an ATD Certification Institute APTD or CPTD credential and see your gaps against only the statements covered on your selected exam.
- Create your own self-guided path for which you decide your own learning adventure and focus on the capabilities of your choosing.



4. Next, select [Learning Resources](#) to add to your learning plan. Select each of the domains on the left to see which capability statements your self-assessment shows a gap. Select the Learning Resources link to reveal ATD articles, blogs, publications, courses, videos, performance resources, and more that will help you grow and develop.

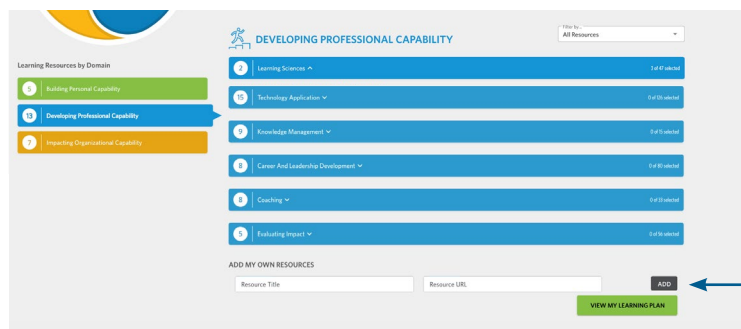


Resources can be filtered by type at the top of each section.

These dots show the difference in your current self-assessment rating and the targeted proficiency for the learning path you chose.

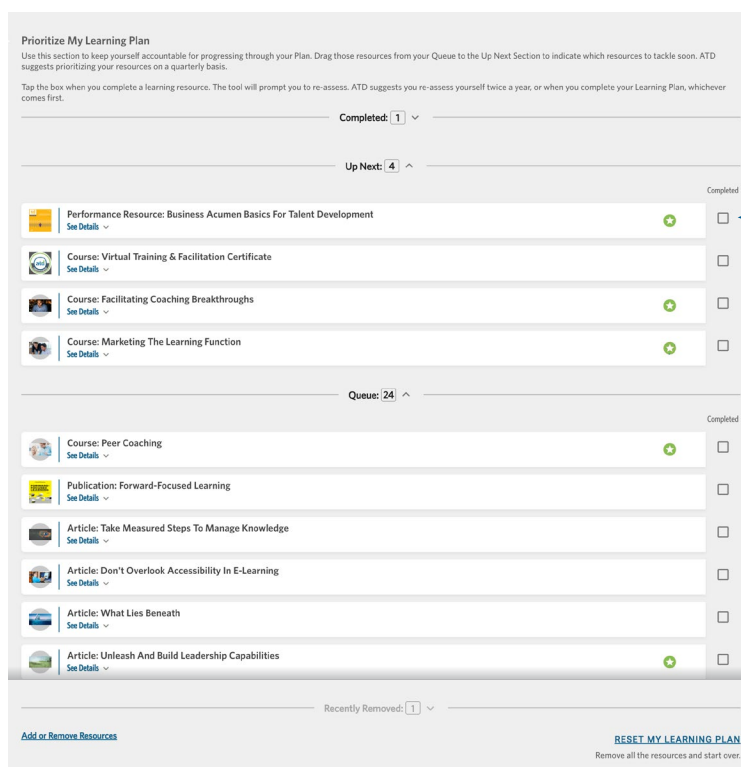
Resources included in ATD membership are marked with a star. ★

Select the Add to My Plan box for the resources you select.



You can also add your own non-ATD resources to your learning plan.

5. Navigate to the [My Learning Plan](#) tab to organize your resources, keep track of what is up next on your learning plan, and mark when you have completed using a resource.



Drag and drop resources from the queue section to up next.

Select the Completed box to add it to your completion timeline.

The site will prompt you to update your self-assessment, if you choose, to reflect your new proficiency.

Should you change roles or update your development goals and need to create a new learning plan, you can clear all the resources and start anew by selecting Reset My Learning Plan at the bottom of the My Learning Plan page.

6. Come back any time to track your progress, add more resources, or change your learning path.

- Be sure to return to your learning plan at least every three months to keep yourself on track.
- Consider reassessing your capabilities every six months to document your progress and identify next steps.