26 EFFECTIVENESS FACTORS

1) **Analysis and Reasoning**: Uses analytical skills, logic, and reasoning to approach problems and to formulate conclusions and advice.

2) **Creativity/Innovation**: Thinks “outside the box,” develops innovative approaches and solutions.

3) **Problem Solving**: Effectively identifies problems and derives appropriate solutions.

4) **Practical Judgment**: Determines effective and realistic approaches to problems.

5) **Client Relationship Building, Advising and Counseling**: Able to develop relationships with clients that address client’s needs.

6) **Fact Finding**: Able to identify relevant facts and issues in case.

7) **Researching the Law**: Utilizes appropriate sources and strategies to identify issues and derive solutions.

8) **Speaking**: Orally communicates issues in an articulate manner consistent with issue and audience being addressed.

9) **Writing**: Writes clearly, efficiently and persuasively.

10) **Listening**: Accurately perceives what is being said both directly and subtly.

11) **Influencing & Advocating**: Persuades others of position and wins support.

12) **Questioning and Interviewing**: Obtains needed information from others to pursue issue/case.

13) **Negotiation Skills**: Resolves disputes to the satisfaction of all concerned.

14) **Strategic Planning**: Plans and strategizes to address present and future issues and goals.

15) **Organizing and Managing (Own) Work**: Generates well-organized methods and work products.
16) **Organizing and Managing Others (Staff/Colleagues):** Organizes and manages others work to accomplish goals.

17) **Evaluation, Development, and Mentoring:** Manages, trains, and instructs others to realize their full potential.

18) **Developing Relationships:** Establish quality relationships with others to work toward goals.

19) **Networking and Business Development:** Develops productive business relationships and helps meet the unit’s financial goals.

20) **Community Involvement and Service:** Contributes legal skills to the community.

21) **Integrity & Honesty:** Has core values and beliefs; acts with integrity and honesty.

22) **Stress Management:** Effectively manages pressure or stress.

23) **Passion & Engagement:** Demonstrates interest in law for its own merits.

24) **Diligence:** Committed to and responsible in achieving goals and completing tasks.

25) **Self-Development:** Attends to and initiates self development.

26) **Able to See the World Through the Eyes of Others:** Understands positions, views, objectives, and goals of others.