

Functional Competencies

A competency is a skill or attribute that is required to carry out a role effectively. They are normally an important part of job descriptions.

Functional Competencies vary between roles in a Job Family and between Job Families themselves. They are specific to each Job Family.

In UCD there are 9 Job Families and each Job Family has a set of Functional Competencies outlined below.

FUNCTIONAL COMPETENCIES	
Academic & Programme Operations and Management	<ul style="list-style-type: none"> • Business Analysis • Data Management • Operational Resilience • Support, Guidance and Advice • Technical Acumen
Communication & Marketing	<ul style="list-style-type: none"> • Issue Management, Crisis and Risk Communication • Product Knowledge • Media Relations and Publicity • External Relations & Stakeholder Engagement • Communication • Marketing • Student Recruitment
Estate Operations	<ul style="list-style-type: none"> • Business, Operational & Technical Acumen • Compliance & Governance • Service Excellence • Operational Excellence
Financial Management	<ul style="list-style-type: none"> • Business Environment • Financial Reporting • Audit • Taxation



FUNCTIONAL COMPETENCIES

Human Resources Management	<ul style="list-style-type: none"> • Compensation and Benefits • People & Organisation Development • HR Information Systems • Staffing • Performance Development • Employee Relations • Pensions • Change Management • Organisation Design • Talent Management/ Succession Planning • Job Grading/ Career & Promotions Pathways • Employee Engagement • Equality, Diversity and Inclusion
Information Technology	<ul style="list-style-type: none"> • Infrastructure & Cloud • Networking & IT Security • Enterprise Architecture • Programming & Web Development • Business Analysis • Data Management & Business Intelligence / Analytics • Multimedia • Software support & Training • Educational Technology • Pedagogical
Legal, Governance & Compliance	<ul style="list-style-type: none"> • Compliance & Governance • Risk Management • University Policies, Procedures & Practices • Commercial Awareness & Acumen



FUNCTIONAL COMPETENCIES

<p>Library</p>	<ul style="list-style-type: none"> • Managing & Organising Knowledge & Information • Collection Management & Development • Information Literacy and Development • Information Technology Skills • Research & Contribution to the Profession
<p>Research & Innovation Management and Administration</p>	<ul style="list-style-type: none"> • Grant Registration • Research Environment • Proposal Support • Technology Transfer • Policy and Governance • Post-Award Programme Coordination • Targeted R&I Skills

