

IX. Financial Practices – Applies knowledge of finances for the profitability and viability of the organization.

Measurement Criteria and Core Actions		Level One Novice	Level Two Approaching Proficiency	Level Three Proficiency	Level Four Expert/Leader
IX.A. EXERCISES PRUDENCE IN PERSONAL FINANCE AS IT RELATES TO EMPLOYMENT.	IX.A.-. Manages personal finances responsibly	IX.A.1.a. Demonstrates an understanding of personal finance, including credit history, balances checkbook, debt to income, interest, select benefits.	IX.A.2.a. Monitors personal finance, e.g., paycheck, benefits, 401K.	IX.A.3.a. Manages personal finances so as not to affect employment responsibilities.	IX.A.4.a. Applies personal financial acumen to benefit the organization's bottom line.
	IX.B.-. Communicates organizational financial goals	IX.B.1.a. Researches organization's products, services, locations, events, markets.	IX.B.2.a. Reviews financial data for the organization, e.g., balance sheets, direct vs. indirect costs.	IX.B.3.a. Conveys understanding of core business: primary products and services that generate revenue for the organization.	IX.B.4.a. Interprets financial data for the organization.
	IX.C.-.a. Acts prudently with organizational resources	IX.C.1.a. Processes financial transactions accurately according to job responsibilities, e.g., customer cash, check, debit, credit, invoices, purchase orders, manages petty cash.	IX.C.2.a. Demonstrates an understanding of the relationship between the cost of resources and the viability of the organization, e.g., considers products, people, processes, time; stays within budget parameters.	IX.C.3.a. Acts as a responsible steward of organizational resources, e.g., collaborates to avoid duplication of effort; uses time judiciously.	An IX.C.4.a. Models prudent practice for maximizing organizational resources, e.g., calculates costs of time and materials to produce products and services.
IX.C. CONTRIBUTES TO ORGANIZATIONAL PROFITABILITY THROUGH KNOWLEDGE OF FINANCES.	IX.C.-.b. Maintains current knowledge of salary and benefits	IX.C.1.b. Recognizes relationship between employee and employer obligations related to benefits.	IX.C.2.b. Demonstrates an understanding total cost of compensation package in salary and benefits, including healthcare, taxes, workers compensation, retirement, wellness programs.	IX.C.3.b. Keeps current with employment costs and their impact on organizational resources.	IX.C.4.b. Assesses the effect of the total compensation package on organizational resources.
	IX.C.-.c. Relates work performance to company profitability	IX.C.1.c. Describes the relationship between an organization's profitability and the job.	IX.C.2.c. Demonstrates the relationship between company profitability and one's work performance, e.g., meets productivity goals, uses time effectively, acts with honesty, addresses financial implications related to safety.	IX.C.3.c. Applies ethical considerations to financial decision-making.	IX.C.4.c. Participates in strategic/tactical financial planning for the ongoing growth/sustainability of the organization, e.g., planning meetings, development of new ideas, innovations.