



Leveraging
processes and
standards (SFIA)
to simplify
(y)our work

3 main points:

1. We are all unique, but not always in ways that matter – the standard almost certainly covers more than 80% of what you need
2. There are dozens of tools that can do some or all of this
3. Knowing you have a skills gap is a good thing – don't punish people for being honest, help them to grow!



Standards

- Nationally / internationally validated best practice frameworks cover almost all professional disciplines (e.g. EPMO and P3).
- SFIA 9 offers standardized technical skills and (some) roles.
- DCF, PSF and LSP offer similar frameworks for other cohorts (data / information, policy and management).
- There are standardised roles in other frameworks (DDaT, APS).
- These cover Europe, the UK, Australia, Technology, Data, Policy, Leadership – what are you doing that is so different?
- National standards also support productivity, long-term workforce planning and job portability

If there is a relevant standard, it will save you a lot of time, and allow you to build on other's experience

Capture Skills

▼ SFIA

Levels of Responsibility

Autonomy [details](#)

Demonstrating increasing levels of autonomy - the level of ownership and accountability for results in the workplace

AUTY	1	2	3	4	5	6	7	↻
					s			

Business Skills [details](#)

Demonstrating increasing business skills and positive behaviours - operating effectively with the required impact in the workplace

BUSS	1	2	3	4	5	6	7	↻
				s				

Complexity [details](#)

Demonstrating the ability to perform work of increasing complexity - the scale and impact of the issues, opportunities, tasks and processes addressed in the workplace

COMP	1	2	3	4	5	6	7	↻
			s					

Influence [details](#)

Demonstrating increasing levels of influence - the level of positive impact with colleagues, clients, suppliers, partners, managers, leaders and the industry as a whole

INFL	1	2	3	4	5	6	7	↻
	s							

Knowledge [details](#)

Demonstrating increased responsibility for developing and applying knowledge to achieve individual and organisational objectives in the workplace

KNGE	1	2	3	4	5	6	7	↻
				s				

Strategy and architecture

Strategy and planning

Information management [details](#)

Planning, implementing and controlling the full life cycle management of digitally organised information and records.

IRMG	1	2	3	4	5	6	7	↻
				s				

Research [details](#)

Systematically creating new knowledge by data gathering, innovation, experimentation, evaluation and dissemination.

RSCH	1	2	3	4	5	6	7	↻
			s					

Change and transformation

Change implementation

Project management [details](#)

Delivering agreed outcomes from projects using appropriate management techniques, collaboration, leadership and governance.

PRMG	1	2	3	4	5	6	7	↻
				s				

Development and implementation

Data and analytics

Business intelligence [details](#)

Developing, producing and delivering regular and one-off management information to provide insights and aid decision-making.

BINT	1	2	3	4	5	6	7	↻
				s				

Data visualisation [details](#)

Facilitating understanding of data by displaying concepts, ideas, and facts using graphical representations.

VISL	1	2	3	4	5	6	7	↻
				s				

Relationships and engagement

Stakeholder management

Stakeholder
Influencing

6	7	↻
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Self-assessment (with moderation) for the role or framework

Check Alignment

◀ ▶ ↗ ↘ ↙ ↚

% match 100 94.4 88.9 -

Apply data governance guidance DCF20	0	0	-2
Conduct business intelligence data analysis DCF6	0	+1	-1
Conduct specialist data analysis DCF8	0	+2	
Conduct statistical data analysis DCF7	0	+2	-1
Contribute to data access design DCF11	0	0	-2
Contribute to data outputs, products or service production DCF4	0	0	-2
Contribute to the sourcing and use of administrative data DCF12	0	-1	-2
Describe and summarise data DCF14			-2
Employ data and information management concepts DCF24	0	+1	-2
Employ data coding and classification principles DCF1	0	+1	-2
Employ data collection methodology DCF10	+1	0	-2
Employ statistical concepts and methodologies DCF22	0	+1	
Enable others to use and re-use data DCF23	0	0	-2
Identify and evaluate data intelligence DCF17			-2
Identify and understand data availability DCF9	0	+2	-2
Identify research questions DCF19	0	+1	
Improve data processes/systems/products DCF18	-1	0	-2
Integrate data DCF2	0	+1	-2
Perform exploratory data analysis DCF5	0	+2	-1
Understand and apply data editing methods DCF15	0	0	-2
Understand and contribute to data collection process design DCF13	+1	0	-2
Use data processing methodologies DCF3	+1	+1	-2
Use data quality assurance measures DCF16	-1	+1	-2
Value organisational data as assets DCF21	0	0	-2
Visualise data DCF25	0	+1	-1

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Check alignment between reported skills and current role requirements to identify growth opportunities

Identify Individual and Team Development Opportunities

Development and implementation SFIA

Data engineering DENG	3	+3	-1		
Data management DATM	4	+2			
Data modelling and design DTAN	4	+1	-1		
Database design DBDS	4	+1			
Programming/software development PROG	4	+2			
Software design SWDN	3	+2			
Systems integration and build SINT	3	+3			
Testing TEST	3	0			

Levels of Responsibility SFIA

Autonomy AUTY	3	+3	+1	+2	+1
Business Skills BUSS	3	+3	0	+1	0
Complexity COMP	3	+4	0	0	0
Influence INFL	3	+3	0	-2	0
Knowledge KNGE	3	+3	+1	+2	+1

Strategy and architecture SFIA

Use reported skills to identify possible candidates for new roles, and skills gaps across the team or organisation

SFIA												1
SFIA												2
SFIA												2
SFIA	FEAS	Feasibility assessment					1	1				2
SFIA	REQM	Requirements definition and management		1								1
SFIA	POMG	Portfolio management								1		1
SFIA	PROF	Portfolio, programme and project support						1				1
SFIA	PGMG	Programme management								1		1
SFIA	PRMG	Project management				2					1	3
SFIA	BENM	Benefits management						1				1
SFIA	BPRE	Business process improvement								1		1
SFIA	ORDI	Organisation design and implementation						1				1
SFIA	OCDV	Organisational capability development						1				1
SFIA	CIPM	Organisational change management						1				1
SFIA	PBMG	Problem management					1					1
SFIA	INCA	Content authoring		1								1
SFIA	ICPM	Content publishing		1								1
SFIA	BINT	Business intelligence				1	2					3

Map and Manage Pathways

[Explore pathways](#)

VISION: Senior Data Scientist SFIA (Typical)

Matches 0%	Overskilled 7 levels / 2 skills	Underskilled 8 levels / 30 skills
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You need to further develop 14 of the 18 skills needed for this role.

ICSO	Information systems coordination	-6	=====
INOV	Innovation	-4	=====
VISL	Data visualisation	-3	=====
KNGE	Knowledge	-3	=====

1 growth area [→ details](#)

GROW: Political Context and Priorities
SKILL: Practicing → Leading

55%

Understands the Government's priorities and the relevant political context that shapes decision making.
[READ MORE](#)

🕒 Q1 2025 👤 2 actions 💬 1 comment [→ details](#)


ACTION: On the Job
Consider a secondment to the minister's office, so you can better see how the political context and priorities impact on the work programme.
🕒 Due 23 September 2025 💬 2 comments [→ details](#)

ACTION: On the Job ✓ COMPLETED
Consider a secondment to the minister's office, so you can better see how the political context and priorities impact on the work programme.
✓ 🕒 Due 23 September 2025 💬 1 comment [→ details](#)

[+ add another action](#)

[+ add another growth area](#)

Record growth opportunities against target roles or skills. Manage and track them as part of the PDP process



Looking forward
to hearing about
your journey
with SFIA 9

Thank you for your time and attention.

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