

Specialist competence matrix – to support applicants who work in graphics or illustrations
PLEASE NOTE: All applications will be assessed against the main competence matrix (P6 Applicant’s Guide)
 with the specialist matrix as an advisory document only.

	Knowledge	Autonomy	Coping with complexity	Perception of context
Practitioner (PCIfA)	<ul style="list-style-type: none"> • Does the candidate have basic technical knowledge of the subject? • Does the candidate have basic technical knowledge of the medium? 	<ul style="list-style-type: none"> • Does the candidate work mostly under direct supervision from other staff or colleagues with frequent direction? 	<ul style="list-style-type: none"> • Has the candidate demonstrated an understanding of the need for accuracy? • Is the presentation clear and intelligible? • Does the work resolve basic elements of complexity about the subject? 	<ul style="list-style-type: none"> • Does the work meet the minimum level of the brief set by the client? • Is this work compatible with the intended method of publication at a basic level? • Does the work give the audience a basic understanding of the subject?
Associate (ACIfA)	<ul style="list-style-type: none"> • Does the candidate have a high level of knowledge with some background awareness of related issues? 	<ul style="list-style-type: none"> • Does the candidate work mostly independently with occasional supervision from immediate colleagues? 	<ul style="list-style-type: none"> • Has the candidate demonstrated and applied an appropriate degree of accuracy in the work presented? • Does the presentation improve the understanding of the subject depicted? • Does the work recognise broader elements of complexity within the subject, drawing in and on related material? 	<ul style="list-style-type: none"> • Does it build or improve upon the minimum criteria set by the client’s brief? • Is this work tailored specifically for this method of publication? • Does the work significantly improve the audience’s understanding of the subject within its immediate context?

Member (MCIFA)	<ul style="list-style-type: none">• Does the candidate have an authoritative grasp of the subject and the medium?	<ul style="list-style-type: none">• Does the candidate work with full autonomy, with little direction from immediate colleagues outside of the necessary everyday project contact?	<ul style="list-style-type: none">• Has the candidate demonstrated awareness and recognition of the problems relating to accuracy and how they might be understood by the audience?• Does the presentation enhance the understanding of the subject and convey the fullest appreciation of the subject?• Does the work fully integrate the subject within its immediate context and with its broader significance?	<ul style="list-style-type: none">• Does this work significantly exceed the minimum requirements to fulfil the client's brief?• Does it take full advantage of the intended publication method?• Does the work convey a full understanding of the subject within its immediate and broader context?
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CV Submitted?

Statement of Competence submitted?

Any other documentation submitted or required?

Based on the information provided, does the candidate satisfy the following?:

	Knowledge	Autonomy	Coping with Complexity	Perception of Context
Practitioner (P1fA)	Good working knowledge of basic conventions and working methods.	Some responsibility for achieving tasks using own judgement and autonomy whilst working under general supervision. Collaboration with others is expected.	Appreciates complex situations within the role held and able to achieve partial resolution alone. Some activities are complex and non-routine	Sees actions as a series of steps and recognises the importance of each role in the team.
Associate (A1fA)	High level of working and background knowledge relevant to this area of historic environment practice and a broad range of activities within that area.	Considerable responsibility for own work using own judgement and autonomy in a wide variety of tasks but still within an established framework. Control or guidance of others may often be required.	Copes with complex situations through deliberate analysis and planning. Most activities are complex and non-routine.	Sees actions at least partly in terms of longer term or wider goals
Member (M1fA)	Authoritative knowledge and depth of understanding of the sector and a broad range of historic environment practices.	Substantial autonomy, takes full responsibility for own work. Where applicable, will also have significant personal accountability for others and/or the allocation of resources, in a wide variety of contexts.	Deals with complex situations holistically, demonstrates confident decision making in a broad range of complex, technical or professional activities.	High level of understanding of overall 'picture', sees alternative approaches and how they might be tackled.