Learning Skills

Learning Skills: Capability

It is necessary that Procurement staff have the requisite skills to deliver organisational, functional and individual objectives. Internal and external training should be aligned to both the requirements of the individual, and the overarching business strategy. In addition to standard training, the organisation should adopt more advanced initiatives such as job rotation / secondments, job shadowing, mentoring, CPD and programmes such as Procurement People of Tomorrow, etc.

The Scottish Procurement Competency Framework identifies the skills and competency levels required by all procurement staff. It helps people take ownership of their personal development through a skills assessment, allowing identification of training and development needs, and career planning (the Competency Framework is undergoing a refresh).

Learning Skills: Resource Skills

For Procurement to deliver the optimum service in pursuit of Procurement and Organisational goals, it must be adequately resourced - from both a headcount and skillset perspective (taking account of capacity and succession planning). Managers should continually assess skills requirements to judge if the existing skills and capabilities match future needs and to develop the appropriate competencies to fill any skills gaps. Succession planning is desirable and participation in programmes such as the Procurement People of Tomorrow (PPoT) is encouraged. In addition to developing operational and strategic commercial acumen, it is essential that the people skills of team members are developed. This should extend to ensuring they have the necessary attributes to effectively manage stakeholders, suppliers and key influencers.