**Worksheet for Environmental Scanning**

**Internal Micro-Systemic (School Counselor) Factors**

School Counselor Resumes and The School Counselor Competency Checklist will provide a good deal of data to inform the completion of this form. Once you have completed this worksheet, you should transfer pertinent factors to the Factor Analysis Summary (FAS) Spreadsheet and complete the weighting/rating process as instructed on the FAS. The outcomes from your FAS will guide you in developing action plans for each of the needs-based goals you developed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Internal Micro-Systemic Environment (School Counselor) | Issues/Questions | Findings | Strength or Weakness? | Sources |
| Education (Master’s Degree in School Counseling) |  |  |  |  |
| CDE licensure with an endorsement in School Counseling |  |  |  |  |
| Specialized Training or Certifications |  |  |  |  |
| Committed to Continued Growth and Professional Development |  |  |  |  |
| Multicultural Competence |  |  |  |  |
| Professional Competence (as measured primarily by the School Counselor Competency Checklist) |  |  |  |  |