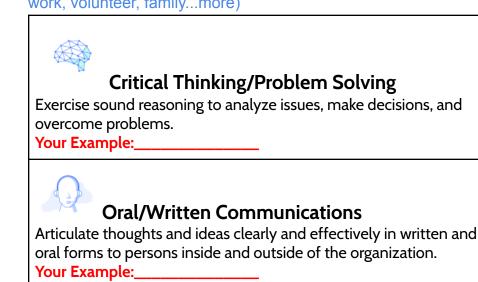
CAREER READINESS COMPETENCIES

You have stories to prove each of the 8 of the top career readiness competencies that employers are looking for.

What experience(s) would you draw from to show that you have each competency?

Complete prompts in red text.

<u>Section 1:</u> Note at least one example from your life that you could use for each of the 8 competencies. (yes, you can use school, sports, work, volunteer, family...more)





Leadership

Leverage the strengths of others to achieve common goals, and use interpersonal skills to coach and develop others.

Your Example:_____



Digital Technology

Leverage existing digital technologies ethically and efficiently to solve problems, complete tasks, and accomplish goals.

Your Example:_____



Teamwork/Collaboration

Build collaborative relationships with colleagues and customers representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints.

Your Example:_____



Career Management

Identify and articulate one's skills, strengths, knowledge, and experiences relevant to the position desired and career goals, and identify areas necessary for professional growth.

Your Example:_____



Professionalism/Work Ethic

Demonstrate personal accountability and effective work habits (e.g., punctuality, working productively with others, and time management) and understand the impact of nonverbal communication on professional work image.

Your Example:



Global/Intercultural Fluency

Value, respect, and learn from diverse cultures, races, ages, genders, sexual orientations, and religions.

Your Example:_____

Credits: Competencies from National Association of Colleges and Employers (NACE), Illustration by Petr Had.



to illuminate your competencies and tell the stories of your experiences

What is \bigstar STAR(R)?

S	<u>S</u> ituation	Detail the background. Provide a context. Where? When?
Т	<u>T</u> ask	Describe the challenge and expectations. What needed to be done? Why?
A	<u>A</u> ction	Elaborate your specific action. What did you do? How? What tools did you use?
R	<u>R</u> esult	Explain the results: accomplishments, recognition, savings, etc. Quantify.
(R)	<u>R</u> elevance	Why is this important and related? How is your story relevant to the needs of the listener?

<u>Section 2:</u> Choose one competency (from page above) to focus on and the example from your life to draw from. Use "STAR" as a framework (or outline) to share a story and "prove" your competency.

Example:

5 The situation was that I was taking a First Year Seminar course, called "the Importance of Imagination" at Connecticut College.

We were tasked with creating and presenting a group project on our mental models of climate change.

A In a group of 5 people, I collaborated, brainstormed and discussed ideas as a group. I organized the team meeting and made sure everyone was able to contribute their ideas, and be heard. I also documented our team plan and took notes for the team during meetings.

R As a result our group was able to present a cohesive and diverse presentation that accurately represented both our individual and collective idea about climate change.

Competency I want to focus on:			
Example I want to draw from:			
Situation: (Detail the background, provide a context, when, where?)			
Task: (Describe the challenge and expectations. What needed to be done? Why?)			
Action: (Elaborate your specific action. What did you do? How? What tools do you use?)			
Result: (Explain the results: accomplishments, recognition, savings etc. quantify)			
Relevance: (How is your story relevant to the needs of the listener?)			