CAREER READINESS COMPETENCIES | Center for Career Development

WHAT IS CAREER READINESS?
NATIONAL ASSOCIATION OF COLLEGES & EMPLOYERS (NACE):

❑ "Career readiness is a foundation from which to demonstrate requisite core competencies that broadly prepare the college educated for success in the workplace and lifelong career management."

❑ "For new college graduates, career readiness is key to ensuring successful entrance into the workforce. Career readiness is the foundation upon which a successful career is launched. Career readiness is, quite simply, the new career currency."

These are skills all employers look for, across all majors and all industries!

WHY IS CAREER READINESS IMPORTANT?

- Helps students successfully transition from college to career
- Creates common language
- Aligns college learning outcomes with the labor market needs and trends
- Addresses employer needs and the skills gap
- Helps ALL students

IMPACT ON STUDENTS

SUCCESS:
- Students can understand the skills that matter in the world of work
- Students can hone on skills they have already and work on what they need to further develop

RETENTION:
- Students find their experiences to be meaningful
- Students believe college is guiding them toward their future career goals

"STORYTELLING":
- Students will be better prepared in resume preparation, interviews and networking opportunities to discuss these skill sets and reflect on their experiences.

CAREER READINESS COMPETENCIES

AS DEFINED BY THE NATIONAL ASSOCIATION OF COLLEGES & EMPLOYERS (NACE)

Career and Self-Development

Communication

Critical Thinking

Leadership

Professionalism

Teamwork

Technology

COMPETENCIES: DEFINITIONS

Career & Self-Development: Proactively develop oneself and one's career through continual personal and profession learning, awareness of one's strengths and weaknesses, navigation of career opportunities, and networking to build relationships within and without one's organization

Communication: Clearly and effectively exchange information, ideas, facts, and perspectives with persons inside and outside of an organization

Critical Thinking: Identify and respond to needs based on an understanding of situational context and logical analysis of relevant information

COMPETENCIES: DEFINITIONS (CONTINUED)

Leadership: Recognize and capitalize on personal and team strengths to achieve organizational goals

Professionalism: Knowing work environments differ greatly, understand and demonstrate effective work habits, and act in the interest of the larger community and workplace

Teamwork: Build and maintain collaborative relationships to work effectively toward common goals, while appreciating diverse viewpoints and shared responsibilities

Technology: Understand and leverage technologies ethically to enhance efficiencies, complete tasks, and accomplish goals

ACTIVITY

Leadership roles that students hold on campus

Each table has a leadership role on a piece of paper along with a list of the competencies. At your table, discuss:

❑ What responsibilities come with this role?

❑ Which competencies are developed through this role?

❑ How can staff / how do staff help students reflect on and articulate these competencies and recognize their skill development?

EXAMPLES

Position or Activity	Competency	Description
Resident Assistant	Leadership, Communication, Teamwork, Critical Thinking	Mentor and guide students; communicate with residents and resolve conflicts, work with a team of RAs
Club Officer, Social Media	Leadership, Technology	Utilize analytics and be knowledgeable about platforms and creating content
Work Study Student	Communication, Professionalism, Critical Thinking	Greet students and staff professionally; remain dependable; communicate messages clearly and concisely
Office Intern	Career & Self Development	Develop interests related to the field and gain insight for future career

HOW STUDENT LIFE CAN HELP STUDENTS CONNECT THE DOTS

❑ Reinforce competency development in a training, reflection, or discussion

❑ Add a competency to each event description

❑ Use competency language in job descriptions

❑ Integrate into program learning outcomes

❑ Refer to the Student Toolkit and Staff Toolkit

❑ Utilize the NACE Competency Assessment Tool

- Royal Sync

- Assessing 4 competencies this year: Communication, Critical Thinking, Professionalism, Leadership

IMPLEMENTATION

EXAMPLES

Office of Residence Life & Housing

- RA Training in August
- Competency Assessment

Center for Student Engagement

- Club Council Workshop

Center for Career Development

- Work Study Students
- Competency Assessment

TOOLKITS

Faculty

Staff

Student

IN SUMMARY

What new strategies, if any, can you implement with your students?

Help students identify their skills and prepare them for life after Scranton!

CENTER FOR CAREER DEVELOPMENT

LSC 235

570-941-7640

careers@scranton.edu

lori.moran@scranton.edu

@uofscareers

Once a Royal, always a Royal!

THANK YOU!!!

RESOURCES

https://www.naceweb.org/career-readiness/competencies/career-readiness-defined