
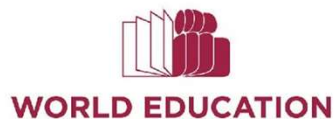


Exploring Personal & Workplace Success Skills and Resources (Part 1 of 2)



Session 1 of 2
May 2, 2022, 10 – 11 a.m.



Please chat:

Name & program
and answer this
question:

*What color do
you feel today
and why?*



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National College Transition Network

Technical assistance and professional development services to community college, adult education, & workforce systems.



Objectives

1. Understand Personal & Workplace Success Skills (PWSS)
1. Navigate the PWSS Library to identify resources of interest

Agenda

- *We share: What are the skills?*
- *Library tour*
- *Solo activity: You explore the library on your own and complete an activity*
- *Debrief and wrap-up*



“We have been preparing people for the future in exactly the wrong way. What we should be **teaching people is to be more like humans**, to do the things that machines can’t do.”

Kevin Roose, Futureproof, 9 Rules for Humans in the Age of Automation.



“Noncognitive skills predict educational attainment and labor market outcomes **as strongly as measures of cognitive ability.**”

Heckman, James J., and Tim Kautz. 2012. “Hard Evidence on Soft Skills”

Soft Skills

Employability Skills

Foundational Skills

Professional Skills

Transferable Skills

Essential Skills

Workforce Preparation

Life Skills

21st Century Skills

College and Career Readiness

Power Skills

Work

Ethic

Non-cognitive Skills

Human Skills

Social Emotional Learning

Which skills have you used today?



Communication



Leadership
& Initiative



Self-
Management



Navigating
& Using Information



Critical
& Creative Thinking



Digital
Literacy



Teamwork
& Collaboration



Respecting
Differences



Adaptability
& Flexibility



Emotional
Intelligence



It's **not too late** to learn these skills.



Equity & Personal & Workplace Success Skills



Curated Resources



Transferable Skills Scale (2nd Edition)

A collection of downloadable factsheets, activities, and videos designed to assist adult learners in improving academic and workplace skills, including interview preparation.



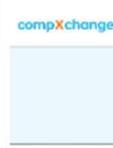
The QA Commons

The QA Commons works with postsecondary institutions to improve integration of employability skills across programs using their *Essential Employability Qualities* framework.



Lessons Earned Podcast, featuring Michelle Weise

Michelle Weise explains why human skills, such as communication, problem solving and emotional intelligence, will be increasingly important to prepare for the future of work.



compXchange

CompXchange is an open-source platform which offers tools to plan, align, and share competencies across educational programs, job descriptions, and credentials.



Resiliency in Action

Resiliency in Action is a collection of research-based studies and tools to promote resilience that can be used for program and curriculum development.



Degree Qualifications Profile 2.0

The Degree Qualifications Profile (DQP) 2.0 is a learning outcomes framework that articulates what graduates should know and be able to do upon earning higher education degrees.



DOL Entrepreneurship Competency Model

The Department of Labor (DOL) Entrepreneurship Competency Model is a framework focused on fostering entrepreneurship skills, such as personal effectiveness, academics, and workplace skills, in young adults.



Employability Skills Inventory

The Employability Skills Inventory (ESI) is a self-scored employability assessment that helps individuals identify their employability skills and skill gaps.



Common Employability Skills Framework

The Common Employability Skills Framework identifies a core set of fundamental skills using a common vocabulary that potential employees need in the workplace.



Question Formulation Technique

The Question Formulation Technique (QFT) helps learners create, work with, and use their own questions — building skills for lifelong learning, self-advocacy, and democratic action.

About the Library

The Personal and Workplace Success Skills Library is a collection of resources to guide the integration of personal and workplace success skills into curriculum and instruction, advising and coaching, assessment, and program design. These resources were selected for adult education, higher education, workforce development, and career and technical education programs serving adult and older youth learners and workers, including English language learners.

<https://skills.worlded.org/>



Three scenarios

1

This program seeks a resource that gives **flexibility to use a framework to develop curricula**, or use **ready-to-use courses** that integrate personal and workplace success skills.

Integration to existing LMS a plus. Ability to earn **microcredentials or badges** a plus.

2

This program seeks a resource that provides **structure** for participants to learn about themselves and careers of interest, while developing other transferable skills.

Ideally, can be used for **individual advising and coaching, independent work or facilitated group work**.

3

This program seeks a resource that allows participants to **direct their own course of study** to build workplace readiness, job search skills and other personal success skills.

Ideal for participants with the **digital literacy and language skills** to navigate on their own.

Check out three resource descriptions for fit:



Skill Base



21st Century Skills Curriculum

**ROADTRIP
NATION**



Roadtrip Nation

1

You seek a resource that **gives teachers flexibility** to use a **framework to develop curricula**, or **use ready-to-use courses** that integrate personal and workplace success skills.

-**Integration to existing LMS** a plus. -**Ability to earn microcredentials or badges** a plus.

2

You seek a resource that **provides structure for learners to learn about themselves and careers of interest**, while developing other transferable skills.

-Ideally, can be used for **individual advising and coaching**, **independent work** or **facilitated group work**.

3

You seek a resource that **allows students to direct their own course of study** to build workplace readiness, job search skills and other personal success skills.

-**Ideal for participants with the digital literacy skills to navigate on their own.**

DIRECTIONS

1. **Read** scenarios and choose **one only**.
2. **Choose** one of the following resources that seems like it would be a good fit for your scenario:
 - a. [Skillbase](#)
 - b. [21st Century Skills Micro Credentials](#)
 - c. [RoadTrip Nation](#)

Other reflections

- What interested you?
- What did you find?



Afternoon session

Join us at 2:00 PM today for Part 2 of Exploring Personal & Workplace Success Skills.

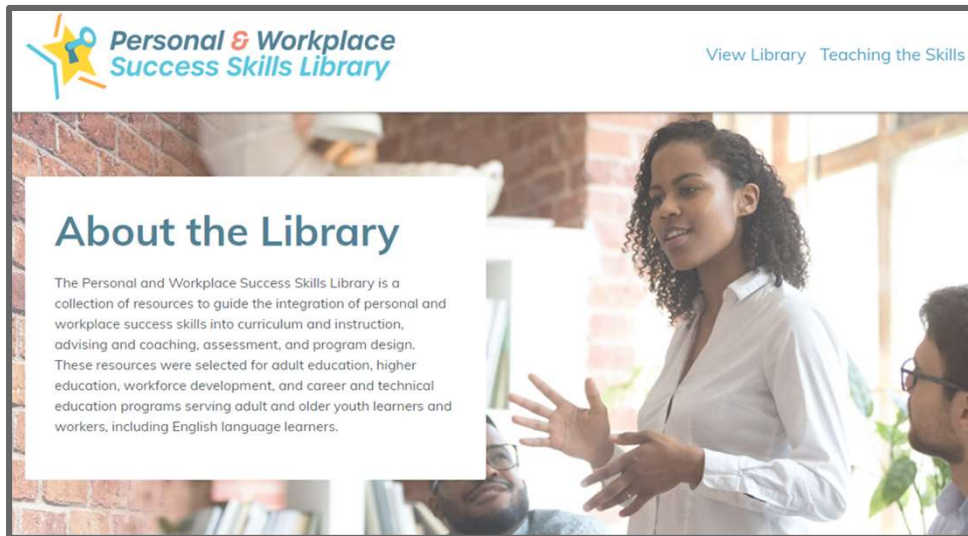
We will guide you through a process to identify your key considerations for selecting resources from the Library.

Meanwhile, explore the *Teaching The Skills* section of the Library:

<https://skills.worlded.org/teaching-the-skills/>



skills.worlded.org/



<https://www.linkedin.com/company/personal-workplace-skills-success-library/>

Thank you!

**Please contact us if
you have questions:**

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