

Graduation Transitions – Employability Skills

Employability skills are those specific skills and personal traits that make you suitable to potential employers. Students need to identify their skills and traits that they have learned over time in the public school system. In order to be able to market these skills students need to identify the skill and trait along with a brief description of how they developed the skills and trait.

Students can find useful information at:

<http://www.conferenceboard.ca/topics/education/learning-tools/employability-skills.aspx>

Review the following example then use the conference board of Canada website to help you identify keywords you can use to describe your skills and traits!

Employability Skills	School or Community project/activity/course/event that developed the skill	How did the activity or course help you develop this skill?
Problem Solving/Critical Thinking	<ol style="list-style-type: none">1. Making a board game project in school2. Playing in the school Rugby tournament that was at the same time as my after school job.	<p>I had to think about all the different choices a player would make while playing this game</p> <p>I had to prioritize things in life and figure out what was important to me. I had to communicate this with my coach and my boss.</p>

Complete the following chart:

Employability Skills	School or Community project/activity/course/event that developed the skill	How did the activity or course help you develop this skill?
Problem Solving/Critical Thinking		
Organize/Manage Information		
Demonstrate Positive Attitudes and Behaviours		
Be Responsible		
Teamwork/Group Work		
Work Safely		
Communication/Be easily understood		