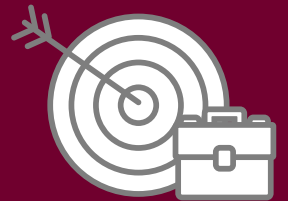# CAREER READINESS COMPETENCIES

UM prepares students to be career-ready. The National Association of Colleges & Employers defines career readiness as a foundation from which to demonstrate requisite core competencies that broadly prepare college students for success in the workplace and lifelong career management.

1 CAREER & SELF DEVELOPMENT

Proactively develop oneself and one's career through continual personal and professional learning, awareness of one's strengths and weaknesses, navigation of career opportunities, and networking to build relationships within and without one's organization.

2 COMMUNICATION

Clearly and effectively exchange information, ideas, facts, and perspectives with persons inside and outside of an organization.
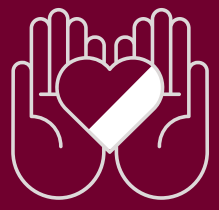
3 CRITICAL THINKING

Identify and respond to needs based upon an understanding of situational context and logical analysis of relevant information.
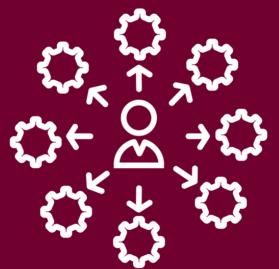
4 EQUITY & INCLUSION

Demonstrate the awareness, attitude, knowledge, and skills required to equitably engage and include people from different local and global cultures. Engage in anti-racist practices that actively challenge the systems, structures, and policies of racism.

5 LEADERSHIP

Recognize and capitalize on personal and team strengths to achieve organizational goals.

6 PROFESSIONALISM

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

7 TEAMWORK

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

8 TECHNOLOGY

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

9 COMMUNITY & GLOBAL ENGAGEMENT

Participate in meaningful and beneficial ways with local and global communities as a culturally competent, engaged citizen of the world.

10 CREATIVITY & INNOVATION

Identify goals or common problems, empathize within context, imagine and test novel solutions to adaptively convert what you have into what you envision.
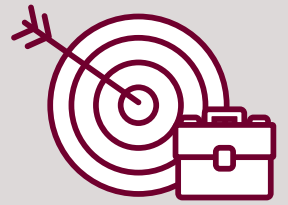
CAREER READINESS COMPETENCIES

The career readiness definition and competencies provide for the development of curricular activities that close the gap between higher education and the world of work, laying the foundation for the necessary work to prepare UM graduates for successful entry into the workforce.

1 CAREER & SELF DEVELOPMENT
- Micro-Credential
- Job Shadow
- Guest Speakers
- Alumni & Expert Panel
- Examine Workforce Trends
- Career Path Discussions
- Informational Interviews
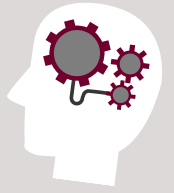- Career Fair & Industry Tour

2 COMMUNICATION
- Papers & Essays
- Oral Reports
- Journal Entries
- Writing Projects
- Classroom Debates
- Presentations
- Group Discussions
- Career Documents

3 CRITICAL THINKING
- Compare & Contrast
- Readings
- Field Skills
- Ethical Dilemmas
- Research & Analysis
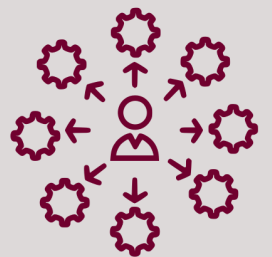- Case Studies
- Data Analysis
- Literature Reviews

4 EQUITY & INCLUSION
- DiverseU Conference
- UM Allies Training
- Inclusive Language
- Set Norms / Ground Rules
- ELI Conversation Partner
- Diversified Scholarship
- Case-Based Learning
- Accessible Course Materials

5 LEADERSHIP
- Facilitate Discussions
- ASUM Involvement
- Leadership Training
- Discussion / Group Lead
- Peer Grading & Teaching
- Athletic / Intramural Activities
- Fraternity / Sorority Involvement
- Teaching / Learning / Grad Assistant

6 PROFESSIONALISM
- Attend Conference
- Student Clubs
- Goal Setting
- Portfolios & Website
- Public Lectures & Performances
- Practicum & Observations
- Professional Memberships
- Internship or Micro-Internship

7 TEAMWORK
- Online Forums
- Peer Reviews
- Student Panels
- Think-Pair-Share
- Group Projects & Activities
- Laboratory Work
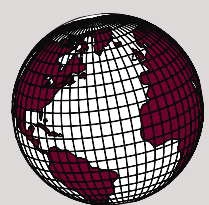- Field Teamwork
- Attendance & Participation

8 TECHNOLOGY
- Statistics Software
- Social Media
- Google Analytics
- Zoom & Moodle
- Jobscan Résumé Analysis
- Microsoft Office Suite
- Research Databases
- Web & Video Projects

9 COMMUNITY & GLOBAL ENGAGEMENT
- Service Learning
- Volunteerism
- Service Saturdays
- Alternative Breaks
- Study & Work Away
- Global Partners
- Apply Global Lens
- Mansfield Center Global Pals

10 CREATIVITY & INNOVATION
- Remix Familiar Sources
- Improve Projects
- Co-Design Solutions
- Capstone Experience
- Engage Real World Problems
- Interdisciplinary Coursework
- Design Sketches / Hypotheses / Trials
- Write Abstracts from Complex Research