Career Readiness Competencies: Competencies for a Career-Ready Workforce

What is career readiness?
Career readiness is a foundation from which to demonstrate requisite core competencies that broadly prepare trainees and students for success in the workplace and lifelong career management.

What is the significance of career readiness?
For trainees and students, career readiness is the foundation upon which a successful career is launched. Career readiness is key to helping trainees transfer academic training into myriad careers of choice. Career readiness is, quite simply, the new career currency.

For academic training, career readiness provides a framework for understanding the skills and experiences necessary for academic, personal, professional, and career success, regardless of the trainee’s field of study.

For employers, career readiness plays an important role in sourcing talent, providing a means of identifying key skills and abilities across all job functions.

There are eight career readiness competencies, each of which can be demonstrated in a variety of ways.

- **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.

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

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

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

- **Critical Thinking**
  
  Identify and respond to needs based upon an understanding of situational context and logical analysis of relevant information.

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

- **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.

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

For further details and sample behaviors of each of the competencies, please visit [https://tinyurl.com/tsnkfh4s](https://tinyurl.com/tsnkfh4s).