

THE MOST IMPORTANT SKILLS ARE THE HARDEST TO TEACH—UNTIL NOW.

In today's world, it's not enough for students to have technical skills. If they want to advance their career potential and compete in today's job market, they need to stand out, be distinct and be a step ahead. That's a tall order. How can you ensure students are career-ready? Here's how.



SkillsUSA Framework

Career Essentials Suite

The SkillsUSA Career Essentials suite engages students in defining, implementing and measuring their career-readiness skills along every point in their educational journey, whether it be middle-school, high-school or college/postsecondary. The curriculum generates high levels of student engagement and is built on evidence-based outcomes that support the industry-validated Career-Ready Assessment. Together, curricula and assessments work to culminate in students earning the industry-recognized Career Essentials credentials.

No longer do you need to search for a curriculum that will meet the pressing needs of fulfilling national and state standards related to career readiness. The finest practitioners in the areas of career readiness and employability built the Career Essentials suite as a complete system and learning continuum to ensure your students are competitive in the global marketplace.

For full details on the SkillsUSA Career Essentials suite of products including purchasing information, please visit:
www.careeressentials.org

Define

CAREER-READINESS SKILLS

SkillsUSA Framework

The *SkillsUSA Framework* is the source for the development of the organization's educational programs, resources and products. The framework was created in 2014 because SkillsUSA realized the need for students — future employees — to be able to intentionally develop and communicate their abilities with respect to employability skills. In a survey, more than 1,000 employers stated that their greatest need when seeking new hires is to have access to job candidates who possess the skills identified within the SkillsUSA Framework.



The framework communicates SkillsUSA's definition of the career-ready individual. Within it, 17 Essential Elements are divided among three components: personal skills, workplace skills, and technical skills grounded in academics.

The SkillsUSA Framework is essential to our mission because it serves as the blueprint for career readiness and a benchmark for measuring student success — our ultimate goal as an organization. This approach actualizes SkillsUSA's mission to “empower members to become world-class workers, leaders and responsible American citizens.”

Implement

CAREER-READINESS SKILLS

Experiences

Working together in teams, understanding leadership, communicating clearly and demonstrating integrity are required in any career. However, these skills haven't been easy to teach — until now. *SkillsUSA Career Essentials: Experiences* is the next generation of employability skill-building curricula developed for today's students. *SkillsUSA Career Essentials: Experiences* curricula have everything you need to give your students what they need to be career-ready.

SkillsUSA Career Essentials: Experiences curricula

- are designed with the best practices of project-based learning
- equip teachers with high-quality skill development resources and advances the impact of the SkillsUSA Framework
- address multiple Essential Elements, so students can understand the skills they are building and how employability skills function together to create a career-ready individual

- include online and offline learning events: a pre-and post-test, an instructor-led kickoff, e-learning modules addressing career readiness content and activities that contribute to project completion.
- include a built-in grading and badging system.
- engage students in implementing the Essential Elements through contextualized learning applied to real-life and real-work situations.

The *Experiences* exist in four curriculum courses

- **Exploratory course** (for ages 12 – 14)
- **Fundamental course** (for ages 14 – 16)
- **Advanced course** (for ages 17 – 19)
- **Adult Learner course** (for ages 20+)

Experience Map

(Shown here is a sample of an advanced set, *Experience curriculum map*)

- ✓ **Pre-test: Continuous Improvement** (10 minutes)
- **Continuous Improvement Kickoff Presentation** (30 minutes)
- **Overview: Continuous Improvement** (5 minutes)
- ESSENTIAL ELEMENT 1.A**
Computer and Technology Literacy
- **Using Technology Responsibly** (10 minutes)
- **Validating Information Online** (30 minutes)
- ESSENTIAL ELEMENT 1.B**
Job-Specific Skills
- **Action Planning to Stretch Your Skills** (20 minutes)
- **Planning a Process** (10 minutes)
- ★ **Going Above and Beyond** (20 minutes)
- ESSENTIAL ELEMENT 1.C**
Safety and Health
- **Committing to Personal Well-being** (10 minutes)
- **Following Safety Policies** (45 minutes)
- ★ **Responding in an Emergency** (15 minutes)
- ESSENTIAL ELEMENT 1.D**
Service Orientation
- **Building Strong Relationships** (5 minutes)
- **Personal and Professional Time** (10 minutes)
- **Customer Service Role-play** (20 minutes)
- ESSENTIAL ELEMENT 1.E**
Professional Development
- **Your Career Interview** (30 minutes)
- **Your Career Path** (15 minutes)
- ★ **Your Progress Interview** (20 minutes)
- ★ **Standout Portfolios** (30 minutes)
- ✓ **Post-test: Continuous Improvement** (10 minutes)

✓ TEST

■ PRESENTATION

➤ MODULE

➤ ACTIVITY

➤★ CAPSTONE

SkillsUSA Career Essentials Suite

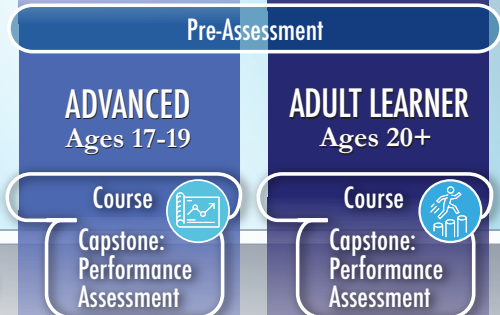
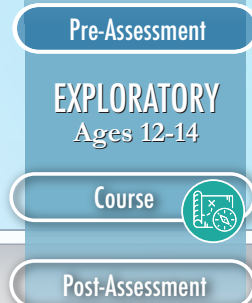
Empowering students
to **Define,**
Implement
and **Measure**
their career-readiness skills.



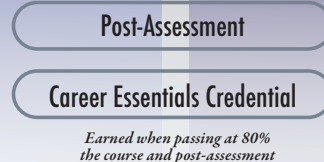
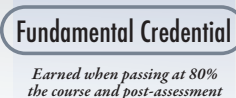
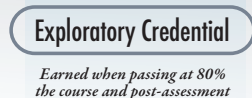
**SkillsUSA
FRAMEWORK**
DEFINE career-readiness skills

The SkillsUSA Framework was developed from research of 1,000 employers identifying the most critical skills needed for career success.

EXPERIENCES
IMPLEMENT career-readiness skills



ASSESSMENTS
MEASURE career-readiness skills



Assessments

Career Essentials Credential and Micro-Credentials

Individuals' successful completion of the requirements for the Career Essentials Credential and micro-credentials at their respective age level indicates proficiency in the understanding and application of the career-readiness competencies sourced in the SkillsUSA Framework Essential Elements.

Earning the Exploratory Micro-Credential requires:

- Passing (at 80% or higher) the *SkillsUSA Career Essentials: Experiences*, exploratory course
- Passing (at 80% or higher) the *SkillsUSA Career Essentials: Assessments*, exploratory assessment

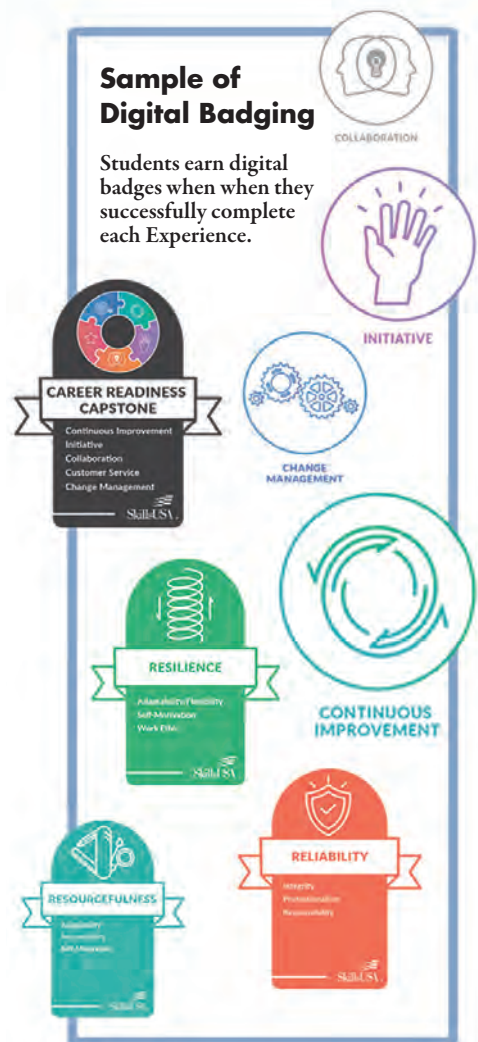
Earning the Fundamental Micro-Credential requires:

- Passing (at 80% or higher) the *SkillsUSA Career Essentials: Experiences*, fundamental course
- Passing (at 80% or higher) the *SkillsUSA Career Essentials: Assessments*, fundamental assessment

Each individual who earns the Career Essentials Credential establishes and maintains a career-readiness portfolio that demonstrates transferrable career-readiness skills and ability to successfully contribute to a place of work.

Earning the Career Essentials Credential requires:

- Passing (at 80% or higher) the *SkillsUSA Career Essentials: Experiences*, advanced course
 - Passing (at 80% or higher) the *SkillsUSA Career Essentials: Assessments*, Career-Ready assessment
- OR**
- Passing (at 80% or higher) the *SkillsUSA Career Essentials: Experiences*, adult learner course
 - Passing (at 80% or higher) the *SkillsUSA Career Essentials: Assessments*, Career-Ready assessment



Teacher Professional Development

Through a systematic approach that includes face-to-face as well as virtual training opportunities, teachers develop Career Essentials implementation plans that allow them to feel both confident and competent in their delivery.

- Face-to-face teacher training (ideal for state- and/or district-level training)
- Zoom conference call (ideal for district or schoolwide training)
- One-on-one Demo with a Career Essentials Coach (ideal for individual or schoolwide training)
- Personalized assistance from Career Essentials Coaches (assistance offered in real-time from trained coaches)
- Implementation videos (prerecorded training ideal for schoolwide or individual training)
- Screen Cast demonstration (prerecorded training ideal for individuals)
- Individualized coaching to create custom implementation plans

Classroom Implementation Plans

We offer coaching for customized implementation plans so that the course and units fit the needs of your school, campus, classroom, student learners and programmatic curriculum:

- Teach as a standalone course on a daily basis
- Use student homeroom time to assign and review work
- Integrate into another course by doing a daily in-class check-in to connect employability skill content to technical content and assign work outside of the classroom
- Complete each unit kick-off lesson in class and provide students with a unit end date and self-pacing schedule guide
- Teach all students of a certain grade in the school a specific course by asking specific teachers to teach it during a certain period of the day