11-12

Applies appropriate academic and technical skills: Academic skills and technical skills complement one another. A career ready individual applies these skills in a strategic manner to accomplish tasks. 1

ACADEMIC ATTAINMENT

1 Analyze how academic achievements and attitudes toward learning are affecting career opportunities. Obtain a high school diploma. 1.11-12.1

TECHNICAL SKILL ATTAINMENT

2 Demonstrate technical skills through a CTE program of study, CTSO competitions, and work-based learning to achieve career readiness. 1.11-12.2

STRATEGIC THINKING

3 Analyze potential solutions with a set of criteria including: the goal, previous knowledge and experience, diverse perspectives, and technical data. 1.11-12.3

Communicates effectively and appropriately: Expressing ideas, providing instruction, informing others, sharing knowledge and providing customer service are critical in a career. 2

WRITING

1 Write a well organized document to clarify complex ideas, raise relevant questions, or solve problems using varied media formats. 2.11-12.1

SPEAKING

2 Apply effective speaking and conversation skills to foster positive relationships and communicate key concepts to a variety of audiences. 2.11-12.2

PRESENTATIONS

3 Deliver presentations using technology with public speaking and professional etiquette to be effective with a variety of audiences. 2.11-12.3

PROFESSIONAL ETIQUETTE

4 Anticipate and adapt to social protocols for a variety of situations in school, workplaces, and in the community. 2.11-12.4

CUSTOMER SERVICE

5 Model attitudes and behaviors of being of service to others to accomplish tasks and goals. 2.11-12.5

Contributes to employer and community success: Ca mo sel

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PERSONAL RESPONSIBILITY

1 Demonstrate integrity and dependable leadership qualities for individual or group tasks at school and workplace experiences. 3.11-12.1

MEETS WORKPLACE EXPECTATIONS

means the ability to see the bigger picture of playing a role in the success of the employer and community through personal, civic and community actions. 3	2 Research and demonstrate employment and workplace expectations aligned to career goal. 3.11-12.2 **CIVIC RESPONSIBILITY AND SERVICE** 3 Illustrate the relationship between employee success, business/industry success and community success. 3.11-12.3
Makes sense of problems and perseveres in solving them: Recognizing and solving problems is a daily requirement of nearly every American worker and entrepreneur. From small technical issues, to group dynamics, to design of overall systems, opportunities abound for the career ready individual to solve problems in the workplace. 4	**PERCEPTIVENESS** 1 Anticipate potential problems and develop specific strategies to improve results of products or processes. 4.11-12.1 **PROBLEM SOLVING** 2 Improve solutions with feedback from diverse perspectives to determine best alternatives. 4.11-12.2 **PERSEVERANCE/WORK ETHIC** 3 Minimize obstacles and stay focused on project completion. 4.11-12.3
Uses Critical Thinking: Nearly all careers now require interaction with complex systems of technical components, complex dynamics of people or both. Many decisions are not simple and straightforward; rather, they require the ability to intelligently reason through and make complex decisions. 5	**CRITICAL THINKING** 1 Approach complex problems with new perspectives; generate solutions critiqued with reason, logic, and inferences about alternatives. 5.11-12.1 **DECISION MAKING** 2 Refine decision making ability by always gathering information, generate alternatives, and anticipate consequences of each alternative before deciding. 5.11-12.2 **ADAPTABILITY** 3 Apply coping strategies to mitigate stressful change while continuing to meet expectations at home, school, and workplace. 5.11-12.3
Demonstrates innovation and creativity: The 21st century workplace requires innovation through creative thi inc Skip to main content	**CREATIVITY** 1 Enhance creative thinking by integrating personal thinking with ideas from others to introduce new unique ideas and solutions. 6.11-12.1 **INNOVATION** Initiate a new project with the use of data from similar projects to calculate risks and improve results. 6.11-12.2

expected to generate and share new ideas. 6

Models ethical leadership and effective management: The ability to influence others relies on leadership. Today's workplace provides greater transparency and accountability where the ability to ethically lead and manage is essential. 7

LEADERSHIP

1 Apply integrity, respect, and empathy skills to develop positive attitudes and motivate successful work performance of self and others in groups. 7.11-12.1

ETHICS

2 Analyze how responsible and ethical decision making affects interpersonal and group relationships. 7.11-12.2

MANAGEMENT

3 Clarify goals, develop a time line, and determine most effective strategies in order to complete goals on time. 7.11-12.3

Works productively in teams and demonstrates cultural competency: Nearly all careers now require interaction with complex systems of technical components, complex dynamics of people or both. Many decisions are not simple and straightforward; rather, they require the ability to intelligently reason through and make complex decisions. 8

TEAMWORK

1 Motivate self and other team members to lead different roles to achieve group goals. 8.11-12.1

CONFLICT RESOLUTION

2 Demonstrate negotiation skills to enable individuals or groups to compromise. 8.11-12.2

SOCIAL & CULTURAL COMPETENCE

3 Build consensus with a team of diverse individuals to accomplish results. 8.11-12.3

Utilizes technology: The career ready individual has an understanding of how to use technology and apply it successfully in the workplace. Advances in technology require individuals to quickly learn and use many tools and applications. 9

DATA GATHERING, ACCESS AND MANAGEMENT

1 Use and modify spreadsheets to analyze data and propose solutions. 9.11-12.1

TOOLS AND APPLICATIONS

2 Improve a product or process by applying technology tools and demonstrating the skills to use them appropriately. 9.11-12.2

TECHNOLOGY ETHICS

3 Manage personal data to maintain digital privacy and security with an awareness of how data collection technology is used to track online navigation. 9.11-12.3

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PLANNING

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career includes exploration, preparation and participation. Each person is responsible for creating and maintaining their own career. Career management includes understanding and meeting the expectations for behavior and skills in the workplace. 10

1 Select and apply to best fit college and career options; update PLP for high school graduation, postsecondary requirements, CTE program of study, and work-based learning. 10.11-12.1

JOB SEEKING

2 Network with professionals and employers to gain insight to career opportunities; and to help develop a positive personal career brand image. 10.11-12.2

RESUME, PORTFOLIOS, & INTERVIEWS

3 Maintain resume, save artifacts to document career skills in a career portfolio and interview with professionals related to career goal. 10.11-12.3

PROFESSIONAL DEVELOPMENT

4 Engage in a continuous learning process related to career goals. 10.11-12.4

ENTREPRENEURSHIP

5 Self-reflect on personal knowledge, skills, and workplace experiences to determine if entrepreneurship is a good fit for a career goal. 10.11-12.5

Attends to personal and financial well-being: The career ready individual recognizes the benefits of physical, mental, social and financial well-being to be successful in a career. 11

PERSONAL WELL-BEING

1 Identify resources and strategies to prepare for changing needs of social, emotional, and physical health into adulthood. 11.11-12.1

FINANCIAL WELL-BEING

2 Organize personal finances and use a budget to estimate income and expenses for the first year after high school. 11.11-12.2