

Workplace Skills and Values



Grade Level:

 7, 10, 11

Domain:

-  College & Career Exploration
-  Social Emotional Learning

TIME:

 60 Minutes

This lesson is designed to help students learn about skills valued in careers.

Objectives

Students will:

1. Explore skills and behaviors employers look for in employees.
2. Learn why certain skills are important to careers.
3. Assess their employability skills.

MEFA Pathway Activities

- My Careers
- My Journal

Materials Needed

- Internet connection

Vocabulary

- Soft Skills
- Technology Skills
- Occupation

Future Ready Skills

- Self-Awareness
- Research
- Evaluating

PART 1

CONTENT KNOWLEDGE



Employability skills are not specific to one occupation. They are common skills needed to succeed in most workplaces. Ask students:

1. What are some skills you think employers value?
2. Why do you think employers value these skills?
3. What is the difference between soft skills and technology skills?

Instruct students to log in to MEFA Pathway and click on **My Careers** under the *Discover Careers* tab. Have students select a career that appeals to them from their **My Careers** list. Students should read about the career and then scroll down to the *Skills* section.

Have students take note of the soft skills required for the occupation, which are listed in the *Skills* section. Have students repeat this for two more careers on their list. Note: If students have completed the Skills assessment, a blue bubble will appear next to any skill the assessment has identified for the student.

Have students break up into small groups and discuss the common skills they found each occupation possesses. Ask students to think about how they can begin to practice these skills as a student in high school.

PART 2

APPLYING INFORMATION

Have each group select three different careers. Students can either search for new careers or select them from their **My Careers** list. Instruct students to review the career description, the *What they do* section, and career video if one is available to learn about the career. Each group should discuss why the skills are important to the core of what is required in each career.

PART 3

EVALUATING INFORMATION

Have students navigate to their **My Journal** under the *About Me* tab and create a new entry. Instruct students to reflect upon the class discussion and what they learned in their groups. Have students write a reflection describing the skills they possess and how they practice these skills as a student.

GRADING RUBRIC FOR JOURNAL ENTRIES

CATEGORY	EXCELLENT	GOOD	SATISFACTORY	NEEDS IMPROVEMENT
	4	3	2	1
Description	Offers a vivid, detailed, and insightful description of the experience, setting the stage for deeper reflection.	Provides a clear and detailed account of the experience, including relevant details.	Clearly describes the experience, event, or learning.	Offers a limited description of the experience.
Analysis	Engages in critical thinking, questioning assumptions, and demonstrating a thorough understanding of the learning.	Connects the experience to personal learning and raises some insightful questions.	Attempts to analyze the experience but may lack depth or clarity.	Superficial analysis, lacking deeper thought.
Future Application	Formulates clear, actionable plans for utilizing new insights and knowledge in future learning and experiences	Identifies specific ways to apply the learning to future situations or goals.	Suggests some possible connections to future learning or practice.	Makes no clear connection to future learning/action.