

# Pennsylvania Career Ready Skills Toolkit

## Introduction

Pennsylvania's economic future depends on having a well-educated and skilled workforce that is prepared to meet both the current and projected demands of a global, knowledge-based, 21st century economy. It is imperative that Pennsylvania students, at all educational levels, have access to high-quality academic and technical education. Also important is the opportunity for students to identify aptitudes, develop employability skills, and explore career pathways that align with their post-graduation career plans. These priorities reinforce Pennsylvania's commitment to ensure that all residents of the commonwealth benefit from schools that teach, jobs that pay, and government that works. This commitment positions departments serving Pennsylvania's children and youth to work together to prepare all high school graduates to hold the academic, technical, and employability skills necessary to be college and career ready.

### Toolkit Purpose

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Adapted from: Tennessee Department of Education,  
[https://www.tn.gov/content/dam/tn/education/safety/safe\\_sch/SPC\\_Resource\\_Guide.pdf](https://www.tn.gov/content/dam/tn/education/safety/safe_sch/SPC_Resource_Guide.pdf)

### PA Career Ready Skills

The Pennsylvania Career Ready Skills were crafted to address the social and emotional skills students need to empower themselves to successfully navigate relationships within their family, school, college, and/or career as well as within the global marketplace. Specifically, these skills include self-awareness, self-management, social awareness, relationship skills, and responsible decision-making. These interpersonal skills are a key component in the development of young people, who are articulate team players, responsible and goal oriented. In order that all students achieve to their potential, families, schools and the community must remove both academic and non-academic barriers to learning for optimal success.

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## A Career Ready Graduate

Pennsylvania 21st Century graduates possess the knowledge, abilities, and habits to enter and complete postsecondary education and move to a successful career. To achieve this outcome, students must possess robust employability skills. Students must be able to communicate, solve problems, think critically, persevere, set goals and work in teams. These employability skills are essential to equipping students to pursue their career opportunities with confidence and contribute positively to their communities. The chart below illustrates the direct connection of the PA Career Ready Skills to those robust employability skills needed for employment and adult life, thus, equipping students to pursue their career opportunities with confidence and contribute positively to their communities. The chart below illustrates the direct connection of the PA Career Ready Skills to those robust employability skills needed for employment and adult life.

Career Ready Skills	Related Employability Skills
<b>Self-Awareness &amp; Self-Management</b> <i>Recognize and regulate emotions</i>	Respect, Dependability & Reliability, Communication, Professionalism, Teamwork, Integrity, Business Fundamentals, Adaptability, Initiative, Planning & Organizing
<b>Establishing and Maintaining Relationships</b> <i>Communicate and collaborate amongst diversity</i>	Problem Solving, Decision Making, Critical Thinking, Integrity, Teamwork, Adaptability, Professionalism, Communication, Respect
<b>Social Problem-Solving Skills</b> <i>Demonstrate empathy and respectful choice</i>	Teamwork, Integrity, Communication, Respect, Customer Focus, Critical Thinking, Professionalism, Reading, Writing, Problem Solving