

# WHAT ARE CAREER READINESS SKILLS?



## Communication

- Able to articulate thoughts and ideas clearly and effectively in written and verbal communications.
- Confident public speaking skills, able to express ideas to others, and can write/edit memos, letters, and complex reports clearly and effectively.



## Inter-professional Teamwork

- Able to build collaborative relationships with colleagues representing diverse backgrounds and viewpoints, with the ability to negotiate and manage conflict.
- Works effectively within a team structure comprised of individuals from different disciplines with shared values in order to provide an integrated and cohesive approach to problem solving and patient care.



## Problem Solving

- Exercises sound reasoning to analyze issues, make decisions, and overcome problems.
- Obtains, interprets, and uses knowledge, facts, and data in this process, and may demonstrate originality and inventiveness.
- Able to generate new ideas and creative thoughts.



## Leadership

- Demonstrates personal accountability and effective work habits, e.g., punctuality, working productively with others, and time workload management, and understands the impact of non-verbal communication on professional work image.
- Strong commitment to integrity and ethical behavior, acts responsibly with the interests of the larger community in mind, and is able to learn from his/her mistakes.
- Leverages the strengths of others to achieve common goals and use interpersonal skills to coach and develop others.
- Able to assess and manage his/her emotions and those of others, use empathetic skills to guide and motivate, and organize, prioritize, and delegate work.



## Resiliency

- Adapts well in the face of adversity, trauma, tragedy, threats or significant sources of stress.
- Adept at mentally and emotionally managing crisis situations and able to quickly "bounce back" from difficult experiences such as family and relationship problems, serious health problems, academic difficulties and/or financial stressors.



## Intercultural Fluency

- Values, respects, and learns from diverse cultures, races, ages, genders, sexual orientations, and religions.
- Demonstrates an openness, inclusiveness, sensitivity, and the ability to interact respectfully with all people and understand individuals' differences.