

What is Career Readiness?

Employers are looking for new ETSU graduates to be Career Ready — meaning they know how to use their talents, strengths, and interests. The National Association of Colleges and Employers (NACE) has identified eight key competencies for career readiness. Listed below are the competencies with further explanation. Through your student employment, leadership or internship experience, you will develop skills in these key areas that will prepare you for your transition into the workplace.

Teamwork/Collaboration

Build collaborative relationships with colleagues and customers representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints.



What does it look like?

The student can work within a team structure, can negotiate, and manage conflict.

Professionalism/Work Ethic

Demonstrate personal accountability and effective work habits, e.g., punctuality, working productively with others, and time workload management, and understand the impact of non-verbal communication on professional work image.



What does it look like?

The student demonstrates integrity and ethical behavior, acts responsibly with the interests of the larger community in mind, and can learn from his/her mistakes.

Verbal/Written Communications

Articulate thoughts and ideas clearly and effectively in written and oral forms to persons inside and out of the organization.



What does it look like?

The student has public speaking skills; can express ideas to others; and can write/ edit memos, letters, and complex technical reports clearly and effectively.

Career Management

Identify and articulate one's skills, strengths, knowledge, and experiences relevant to the position desired and career goals, and identify areas of professional growth.



What does it look like?

The student can navigate and explore job options that relate to his/her skills and goals, takes the steps necessary to pursue opportunities, and understands how to self-promote in the workplace.

Leadership

Leverage the strengths of others to achieve common goals, and use interpersonal skills to coach and develop others.



What does it look like?

The student can assess and manage his/her emotions and those of others; use empathetic skills to guide and motivate; and organize, prioritize, and delegate work.

Information Technology/Application

Select and use appropriate technology to accomplish a given task.



What does it look like?

The student can apply computing skills to solve problems.

Global/Intercultural Fluency

Demonstrate the ability to interact, and network respectfully and professionally with people of different cultural backgrounds.



What does it look like?

The student demonstrates openness, inclusiveness, sensitivity, and the ability to interact respectfully with all people and understand individual differences.

Critical Thinking/Problem Solving

Exercise sound reasoning to analyze issues, make decisions, and overcome problems.



What does it look like?

The student can obtain, interpret, and use knowledge, facts, and data in this process and may demonstrate originality and inventiveness.

Adapted from NACE, and Florida Atlantic University