Career Readiness Resources

Career Readiness Competencies
Canva Flyer

Courtesy of University of Montana
UM prepares students to be career-ready. The National Association of Colleges & Employers defines career readiness as a foundation from which to demonstrate requisite core competencies that broadly prepare college students for success in the workplace and lifelong career management.

1. **CAREER & SELF DEVELOPMENT**
   Proactively develop oneself and one’s career through continual personal and professional learning, awareness of one’s strengths and weaknesses, navigation of career opportunities, and networking to build relationships within and without one’s organization.

2. **COMMUNICATION**
   Clearly and effectively exchange information, ideas, facts, and perspectives with persons inside and outside of an organization.

3. **CRITICAL THINKING**
   Identify and respond to needs based upon an understanding of situational context and logical analysis of relevant information.

4. **EQUITY & INCLUSION**
   Demonstrate the awareness, attitude, knowledge, and skills required to equitably engage and include people from different local and global cultures. Engage in anti-racist practices that actively challenge the systems, structures, and policies of racism.

5. **LEADERSHIP**
   Recognize and capitalize on personal and team strengths to achieve organizational goals.

6. **PROFESSIONALISM**
   Knowing work environments differ greatly, understand and demonstrate effective work habits, and act in the interest of the larger community and workplace.

7. **TEAMWORK**
   Build and maintain collaborative relationships to work effectively toward common goals, while appreciating diverse viewpoints and shared responsibilities.

8. **TECHNOLOGY**
   Understand and leverage technologies ethically to enhance efficiencies, complete tasks, and accomplish goals.

9. **COMMUNITY & GLOBAL ENGAGEMENT**
   Participate in meaningful and beneficial ways with local and global communities as a culturally competent, engaged citizen of the world.

10. **CREATIVITY & INNOVATION**
    Identify goals or common problems, empathize within context, imagine and test novel solutions to adaptively convert what you have into what you envision.
The career readiness definition and competencies provide for the development of curricular activities that close the gap between higher education and the world of work, laying the foundation for the necessary work to prepare UM graduates for successful entry into the workforce.