Competencies for a Career-Ready Workforce

**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 one’s organization.

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

**Critical Thinking**
Identify and respond to needs based upon an understanding of situational context and logical analysis of relevant information.

**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.

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

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

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

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

[What is Career Readiness?](#)
Career readiness is a foundation from which to demonstrate requisite core competencies that broadly prepare the college educated for success in the workplace and lifelong career management.

[naceweb.org/career-readiness-competencies](naceweb.org/career-readiness-competencies)

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