

SkillsUSA Framework

The Key To Student Success

THE SkillsUSA FRAMEWORK SUPPORTS A BALANCED PROGRAM

The SkillsUSA Framework supports the mission of the organization
"to empower members to become world-class workers,
leaders and responsible American citizens."

WHAT IT DOES

- Provides a common language for students to articulate what they gain from SkillsUSA participation to employers, school administrators, parents and other students
- Assesses student skill development along a learning continuum of awareness, demonstration and mastery
- Creates a vision for SkillsUSA programs at the local, state and national levels to ensure quality student-led experiences that build skills in all members

WHY IT WORKS

- Empowers every student to achieve career success
- Delivers a skill set demanded by business and industry but lacking in many employees today
- Ensures that every student member receives a consistent and specific skill set



Personal Skills	Workplace Skills	Technical Skills (Grounded in Academics)
INTEGRITY <ul style="list-style-type: none"> • Demonstrates honesty • Accepts personal responsibility for actions • Exhibits authentic and congruent behavior • Demonstrates trustworthiness • Demonstrates ethical behavior 	COMMUNICATION <ul style="list-style-type: none"> • Demonstrates skills in listening and speaking • Demonstrates skills in writing and reading • Communicates professionally • Comprehends and applies workplace materials 	COMPUTER & TECHNOLOGY LITERACY <ul style="list-style-type: none"> • Use computer hardware • Use multiple software applications • Follows policies & procedures regarding hardware/software
WORK ETHIC <ul style="list-style-type: none"> • Demonstrates tenacity and hard work • Practices excellence • Demonstrates punctuality, meets deadlines and is self-directed • Follows established policies, procedures and expectations 	DECISION MAKING <ul style="list-style-type: none"> • Analyzes key facts, data and situations • Employs reasoning skills • Uses a variety of strategies to solve problems • Embodies creativity • Practices resourcefulness 	JOB-SPECIFIC SKILLS <ul style="list-style-type: none"> • Demonstrates knowledge of tools, equipment and materials • Abides by quality standards for products and services • Demonstrates essential knowledge & skills required for job • Applies academic knowledge on the job • Follows personnel manual and company expectations
PROFESSIONALISM <ul style="list-style-type: none"> • Demonstrates loyalty • Exhibits self-confidence • Demonstrates maturity • Displays a positive image 	TEAMWORK <ul style="list-style-type: none"> • Builds trusting relationships • Works cooperatively with others • Demonstrates the ability to lead or follow as a team member • Honors the contributions of others • Uses individual strengths of team members 	SAFETY & HEALTH <ul style="list-style-type: none"> • Follows workplace health and wellness expectations • Understands and follows safety guidelines and expectations
RESPONSIBILITY <ul style="list-style-type: none"> • Contributes to success • Demonstrates dependability • Demonstrates consistency • Follows through with commitments • Demonstrates personal and financial well-being 	MULTICULTURAL SENSITIVITY & AWARENESS <ul style="list-style-type: none"> • Demonstrates ability to be personable & professional • Exhibits tolerance for diverse opinions & cultures • Builds rapport with co-workers • Fosters appropriate workplace relationships & interaction • Expands knowledge of diverse culture, race, religion & sexuality 	SERVICE ORIENTATION <ul style="list-style-type: none"> • Responds to internal & external customers • Demonstrates focus & presence • Attends to personal matters away from work
ADAPTABILITY/FLEXIBILITY <ul style="list-style-type: none"> • Fosters creativity and new ideas • Demonstrates resilience • Embraces calculated change 	PLANNING, ORGANIZING & MANAGEMENT <ul style="list-style-type: none"> • Designs, prepares and implements within a desired timeframe • Demonstrates attention to detail • Follows established standard of quality and expectations • Perseveres to complete projects and tasks • Sets priorities when faced with multiple tasks • Responds to changing priorities 	PROFESSIONAL DEVELOPMENT <ul style="list-style-type: none"> • Demonstrates openness to learn, grow and change • Accesses and applies appropriate resources • Manages personal career • Maintains licensing and certification requirements
SELF-MOTIVATED <ul style="list-style-type: none"> • Demonstrates a willingness to learn • Exhibits passion for life and career • Works with little or no supervision • Takes initiative • Demonstrates a positive attitude 	LEADERSHIP <ul style="list-style-type: none"> • Builds positive relationships • Focuses on others above self • Mitigates conflict • Coaches others to high performance • Mobilizes individuals and resources to accomplish a goal • Crafts and articulates a vision 	Component (Goal) ELEMENT (Standard) <ul style="list-style-type: none"> • Descriptors (Success Indicators)