

COMPONENT: FOUNDATIONAL SKILLS FOR COLLEGE AND CAREER SUCCESS

Element 4: Using social skills

Social skills help people get along well with others. These skills include respecting others, using context-appropriate behavior, and resolving conflicts. Social skills are essential for young people to function efficiently and appropriately in college and the workplace. Individuals who do not possess these skills or can only work alone are more likely to struggle in college and beyond, as most careers require some form of teamwork or collaboration.

Specific social skills associated with college and career readiness are:

- Working well with others and using effective teamwork strategies.
- Respecting others and exhibiting multicultural competence.
- Accepting feedback and constructive criticism.
- Knowing how to resolve conflicts and the actions to be taken when groups are not working effectively.
- Understanding how to develop a professional network.

Students can develop these skills through a range of social activities and experiences. They also can begin to develop networks of individuals who can help them succeed in their postsecondary pursuits, forming the foundation for later professional networks.

**COLLEGE AND CAREER READINESS:
Foundational Skills for College and Career Success**

Using social skills

What actions can young people take to achieve readiness in this element?	How can navigators support young people?	How do young people and navigators know that readiness has been achieved?
<p><i>Students can:</i></p> <ul style="list-style-type: none"> • Engage in collaborative or team-based learning projects. • Join clubs, organizations, or sports teams. • Participate in extracurricular activities. • Assume leadership roles in clubs, organizations, or teams. • Reflect on and learn from feedback provided by others. • Learn conflict resolution strategies and practice the strategies during group activities. • Learn about and meet students or others from different cultures. • Develop a list of personal contacts in career areas of interest. 	<p><i>Navigators can:</i></p> <ul style="list-style-type: none"> • Assign team-based projects that require students to collaborate and interact with others. • Teach conflict resolution strategies. • Model an appreciation and respect for diversity and the beliefs or practices of others. • Promote movies, books, restaurants, and museums featuring other cultures. • Encourage friendships and working relationships with individuals of other cultures. • Help students develop a set of personal contacts in career areas of interest as a foundation for later professional networks. 	<p><i>Students:</i></p> <ul style="list-style-type: none"> • Developed resumes or portfolios that highlight social and networking skills. • Created lists of social skills developed through home, school, work, and community roles. • Developed a list of personal contacts in career areas of interest that will serve as the foundation for a professional network.