



WORKFORCE READY employability skills are transferrable skills and key personal attributes which are highly valued by employers and essential for effective performance in the workplace. Unlike professional or technical skills, these employability skills are generic in nature, rather than job-specific, and are common to all work roles and workplaces across all industry types. Employability skills are also often referred to as employment skills, soft skills, work-readiness skills or foundational skills. They often improve your performance, minimize errors and promote collaboration with your coworkers, enabling you to perform your role more effectively. Employers have high regard for employability skills because they are much harder to teach than job-specific skills. Some employable qualities come naturally, while others can be acquired through education, work or daily practice. Workforce Ready is an employability skills pathway in which you take a deep dive into developing competency and understanding including:

- the significance of work/jobs on individual, family, community, state, nation, and world economies
- development of critical thinking skills related to employment and workforce
- communication in workplace and between workers
- customer service techniques in various work settings
- self-advocacy/self-determination skills related to employment, work-related situations, and personal development
- teamwork practices in various settings
- personal and workplace health and safety
- technology applications
- workplace comprehension—reading and listening
- dependability in the workplace
- personal financial literacy
- conflict resolution strategies for the workplace
- leadership through Career Technical Student Organizations

Upon completing the third course of Workforce Ready Pathway, you may earn a minimum of two credentials of value—one selected by the district, and one or more selected collaboratively by the student, teacher, and parent based upon student need. The district selected credential of value is an Employability Skills credential. Additional “value added” credentials will support student access to post-secondary education and/or employment, apprenticeship, etc. Students are to be encouraged to earn as many “value added” credentials as necessary to prepare for and reach career goals. They include:

- GeorgiaBEST
- ACT Work Keys National Career Readiness Certificate
- NOCTI Employability Exam – 21st Century Skills/Workplace Skills, Employability Skills, or Workplace Readiness)



- Alliance Academy for Innovation
- Forsyth Central High School
- North Forsyth High School
- Denmark High School
- Forsyth Virtual Academy
- South Forsyth High School
- East Forsyth High School
- Lambert High School
- West Forsyth High School

WORKFORCE READY

WORKFORCE READY PATHWAY

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is designed to provide you with heavy exposure to all aspects of workplace readiness and employability skills development through:

- Integration of course content into hands-on class activities as applications of the concepts; not to be treated as a unit or separate body of knowledge
- Project-based learning
- Frequent interaction with business & industry; community as subject matter experts, guest speakers, visits/tours, virtual industry tours, job shadowing, internships, work-based learning placements, and jobs.
- Earned credentials of value at the completion of course 3.

PATHWAY COURSES

Introduction to Career Competencies
Career Competencies
Advanced Career Competencies

CAREER CHOICES

All Careers

VALUE ADDED CREDENTIAL

The student, teacher, and parent may choose any “value added” credential(s) that will support student access post-secondary and/or employment:

- Employment
- ServSafe
- OSHA-10
- Microsoft Office Specialist
- CPR-First Aid
- ACCUPLACER/SAT/ACT program ready scores
- Any identified Technical Certificate of Credit
- Driver's License or State ID card
- Certified Maintenance Employee (Goodwill)
- Certified Guest Service Professional (Goodwill)
- Customer Service and Sales Certification



**CAREER
EXPLORATION
& Pathway Discovery**

CTAE Career Pathways / Fine Arts Pathways



Source: GADOE Plans of Study

<http://www.gadoe.org/Curriculum-Instruction-and-Assessment/CTAE/Pages/Georgia-Career-Pathways-New-Rule.aspx>