

3^a SKILL PASSPORT™

CANDIDATE BACKGROUND

Name: Crown M.

Role Seeking: Community Support & Youth Services Coordinator

Location Preference: Calgary or Hybrid Roles across Alberta

Hard Skills Score: 84.3%

Soft Skills Score: 84.1%

Languages: English (Fluent), French (Basic), Hausa (Basic)

Availability: Within 2 weeks

Readiness Tier: Work Ready

3^a Skill Passport Status: ID:3A-SP-2025-00014  Verified & Active | Last Updated: Sept 2025

CAREER HIGHLIGHTS

Candidate may choose: Auto-suggested from Transcript OR Manual Entry (Max 25 words per point)

- Supported over 100 newcomer youth through case management and multi-faith mentorship
- Co-designed 3 trauma-informed intervention frameworks with a 90% client satisfaction rate
- Facilitated 2+ community workshops with 50+ participants each; scored 90%+ “usefulness”
- Built partnerships with schools, courts, churches, and immigrant associations to protect vulnerable youth
- Recognized for frontline documentation precision using RedCap & MS Teams
- Holds 10+ support certifications including suicide prevention, palliative care, non-crisis intervention

TOP SKILLS – VERIFIED, RANKED & WEIGHTED

Hard Skills – Task & Technical Ability

Skill	Score	Level	Weight (%)	Method of Verification	Application
Youth Case Management	91	Expert	20%	LiveWorks™ Cases	Core youth intervention planning
Trauma-Informed Practice	88	Advanced	15%	Sim Logs + Workshop Feedback	Client safety & emotional resilience
Community Engagement	85	Advanced	13%	Event Logs + Partner Feedback	Bridges faith, cultural, and civic partners
Facilitation & Public Speaking	80	Proficient	12%	Workshop Evidence	Builds awareness, drives engagement
Documentation & Case Reporting	83	Proficient	10%	RedCap Log Review	Legal clarity & program visibility
Medical/Personal Care Support	78	Intermediate	10%	Certification Mapping	Hygiene, mobility, comfort tasks
Social Policy Navigation	75	Intermediate	10%	Project Evidence + Supervisor Notes	PR/legal/school support referrals
Safety & Crisis Protocols	80	Proficient	10%	ASIST, CPI, WHMIS	Crisis de-escalation & compliance tools
-	-	-	-	-	-
-	-	-	-	-	-

 Overall Score: 84.3. Readiness Tier:  Work Ready with Supervision



Weighted Confidence: 100% — All hard skill areas verified through experience or simulation

SOFT SKILLS – WORKPLACE STRENGTHS Verified by the 3rd Academy.

[Simulation Training & Assessment is standard across all soft skills.]

Soft Skill	Score	Level	Weight (%)	Method of Verification ¹	Application
Empathy & Communication	89	Advanced	20%	Peer Feedback + Growth Log	Builds rapport with youth & families
Cultural Competence	90	Advanced	15%	Field Logs + Inclusion Logs	Inclusive, anti-racist practice
Emotional Resilience	82	Advanced	15%	Sim Logs + LiveWorks™	Handles trauma cases
Time Management	85	Advanced	15%	Case Logs + Supervisor Reports	Manages deadlines, caseloads
Problem Solving	81	Proficient	10%	Scenario Review	Strategic issue response
Teamwork	83	Proficient	10%	Event Logs + Peer Review	Works with partners & agencies
Leadership & Initiative	78	Intermediate	10%	Volunteer Logs	Mobilizes community volunteers
Learning Agility	85	Advanced	5%	Cert Trail + Progress Tracker	Continual upskilling
Creative & Analytical Thinking	-	-	-	-	(Not yet assessed)
Stakeholder Influence	-	-	-	-	(Not yet assessed — observed, not scored)
Industry Specific Soft Skill 1	-	-	-	-	-
Industry Specific Soft Skill 2	-	-	-	-	-
Industry Specific Soft Skill 3	-	-	-	-	-
Industry Specific Soft Skill 4	-	-	-	-	-
Industry Specific Soft Skill 5	-	-	-	-	-

¹All soft skills are verified using simulation-based training and assessment unless otherwise noted. Other methods (logs, feedback, projects) are used to validate evidence

 Overall Soft Skills Score: 84.1. Readiness Tier:  Work Ready

Confidence: Fully Verified — Inputs: logs, peer feedback, simulations

[Download Full Portfolio](#) (PDF including project images, reports, and simulation logs)

Scoring Reference Tables

[View Skill Level Rubric & Readiness Tier Guide](#)

Includes definitions for scores, tier meanings, and certification treatment

GROWTH INSIGHT

Sophie improved in case documentation and trauma-intervention scores by 18% over 18 months.

EDUCATION & WORK HISTORY

[View Education & Work History](#)

Toggle to view candidate-declared background. We verify skills, not credentials

[Certification Trail](#)

Mapped into verified skills. Click to view full list.

NEXT STEPS

[View Full Skill Passport](#)

[Schedule Interview](#)

[Send Direct Message](#)

3^a Skill Passport™ is issued by the 3rd Academy. Verified using standardized protocols and evidence logs.

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