

Career Tree: Professional Skills Rubric

It has been said that technical skills will get you a job but professional skills will help you keep the job. Throughout your program you will develop professionalism skills to help you in your life and future career. These skills are not developed overnight but practiced and perfected over time. Throughout the program, as you explore your future goals, you will also evaluate yourself on your professionalism.

Utilizing the West MEC Professional Skills Rubric, assess yourself in each area: communication, teamwork, leadership and problem solving. Determine ways you can grow from novice to expert in each area of professionalism.

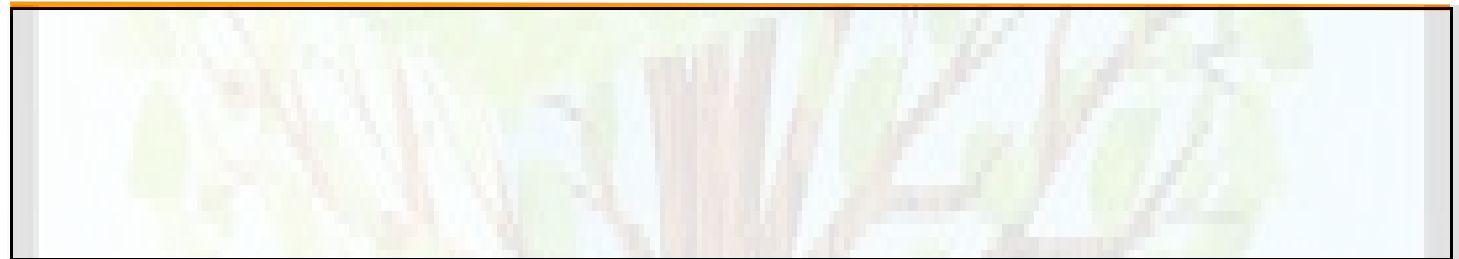
Based on the rubric, identify what level you are currently at for each area. What examples support this?

Communication: A measure of an individual's ability and willingness to exchange information using a variety of methods.

| Expert | Proficient | Approaching Proficiency | Novice |
|-----------|------------|-------------------------|--------|
| Examples: | | | |

Teamwork: A measure of an individual's ability and willingness to collaborate with others to achieve a common goal.

| Expert | Proficient | Approaching Proficiency | Novice |
|----------|------------|-------------------------|--------|
| Examples | | | |



Leadership: A measure of an individual's ability and willingness to lead and inspire others to achieve common goal.

| Expert | Proficient | Approaching Proficiency | Novice |
|------------------|------------|-------------------------|--------|
| Examples: | | | |

Problem Solving: A measure of an individual's ability and willingness to apply logic and analytical skills to find answers to complex issues.

| Expert | Proficient | Approaching Proficiency | Novice |
|------------------|------------|-------------------------|--------|
| Examples: | | | |

What is your strongest area of professionalism? Why do you think that is?

What is your weakest area of professionalism? Why do you think that is?

What can you do to continue to develop each area?

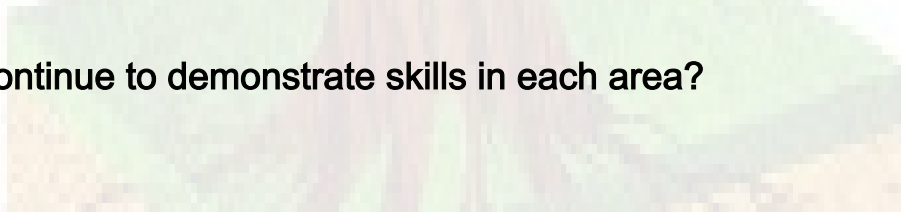
Communication:

Teamwork:

Leadership:

Problem Solving:

How can you continue to demonstrate skills in each area?



Communication:

Teamwork:

Leadership:

Problem Solving:

Develop a goal for this quarter to improve upon your professional skills: