

Career Ready Practices: Reflecting Global Readiness

Career Ready Practices (CRP) describe the career-ready skills that all students should possess if they are to be successful in the careers of their choice. Developed by a diverse group of educators, administrators, business/industry leaders, and researchers under the guidance of Advance CTE (formerly National Association of State Directors of Career Technical Education Consortium, Silver Spring, MD), these practices are not exclusive to any specific career pathway, CTE program of study, discipline, or level of education. Rather, educators should teach and reinforce the Career Ready Practices in all career exploration and preparation programs with increasingly higher levels of complexity and expectation as a student advances through their educational pathway. This also means the Career Ready Practices are closely tied to global readiness, and provide an additional way to consider how to equip every student with global competence.

The first paragraph below each CRP is a formal part of the CRP and published by Advance CTE. The second paragraph labeled *Global Readiness* is an addition by the Asia Society to more clearly communicate the specifics of preparing students for a global economy and community.

Career Ready Practices

1. Act as a responsible and contributing citizen and employee.

Career-ready individuals understand the obligations and responsibilities of being a member of a community, and they demonstrate this understanding every day through their interactions with others. They are conscientious of the impacts of their decisions on others and the environment around them. They think about the near-term and long-term consequences of their actions and seek to act in ways that contribute to the betterment of their teams, families, community, and workplace. They are reliable and consistent in going beyond the minimum expectation and in participating in activities that serve the greater good.

Global Readiness

From a global perspective, career-ready individuals understand they are members of a global community and act in ways that improve both their local and global communities and workplaces. They can identify, create, and act on opportunities for personal and collaborative action across disciplines, industries, and/or borders to address a situation, event, issue, or phenomenon in a way that is likely to improve conditions.

2. Apply appropriate academic and technical skills.

Career-ready individuals readily access and use the knowledge and skills acquired through experience and education to be more productive. They make connections between abstract concepts with real-world applications, and they make correct insights about when it is appropriate to apply the use of an academic skill in a workplace situation.

Global Readiness

Individuals ready for careers in a global economy actively seek opportunities to expand their understanding of diverse cultures in order to appropriately apply academic and technical skills in

international contexts. They can skillfully apply appropriate technological resources to communicate and collaborate expertly with diverse individuals and groups and apply their global competency skills readily and in all appropriate contexts.

3. Attend to personal health and financial well-being.

Career-ready individuals understand the relationship between personal health, workplace performance, and personal well-being; they act on that understanding to regularly practice healthy diet, exercise, and mental health activities. Career-ready individuals also take regular action to contribute to their personal financial well-being, understanding that personal financial security provides the peace of mind required to contribute more fully to their own career success.

Global Readiness

Career-ready individuals are able to explain how differences in contexts and cultures can influence health and financial well-being, which can in turn influence diverse perspectives and interpretations of situations, events, issues, and phenomena.

4. Communicate clearly, effectively, and with reason.

Career-ready individuals communicate thoughts, ideas, and action plans with clarity, whether using written, verbal, and/or visual methods. They communicate in the workplace with clarity and purpose to make maximum use of their own and others' time. They are excellent writers; they master conventions, word choice, and organization and use effective tone and presentation skills to articulate ideas. They are skilled at interacting with others; they are active listeners and speak clearly and with purpose. Career-ready individuals think about the audience for their communication and prepare accordingly to ensure the desired outcome.

Global Readiness

Globally competent, career-ready individuals demonstrate a precise understanding of the unique perspectives of diverse audiences and how those perspectives impact their interpretation of communicated information. Global career-ready individuals apply this understanding to meet the communication needs of their audience—whether it be team members, clients, coworkers, family, or community members.

5. Consider the environmental, social, and economic impacts of decisions.

Career-ready individuals understand the interrelated nature of their actions and regularly make decisions that positively impact and/or mitigate negative impact on other people, organizations, and the environment. They are aware of and utilize new technologies, understandings, procedures, materials, and regulations affecting the nature of their work as it relates to the impact on the social condition, the environment, and profitability of the organization.

Global Readiness

On the global level, career-ready individuals understand that their decisions will impact not just their local context, but a *global* environment, economy, and society. They reflect on the effectiveness and cultural appropriateness of their actions and advocate for improvements in our interdependent world. They can honestly and realistically evaluate results of short- and long-term actions, and describe implications, issues, shortfalls, and/or remedies for future actions and advocacy.

6. Demonstrate creativity and innovation.

Career-ready individuals regularly think of ideas that solve problems in new and different ways, and they contribute those ideas in a useful and productive manner to improve their organization. They can

consider unconventional ideas and suggestions as solutions to issues, tasks, or problems, and they discern which ideas and suggestions will add greatest value. They seek new methods, practices, and ideas from a variety of sources and seek to apply those ideas to their own workplace. They take action on their ideas and understand how to bring innovation to an organization.

Global Readiness

Global career-ready individuals are able to individually and collaboratively execute a plan that is culturally responsive, innovative, and sustainable, and results in the improvement of a local, regional, and/or global situation.

7. Employ valid and reliable research strategies.

Career-ready individuals are discerning in accepting and using new information to make decisions, change practices, or inform strategies. They use a reliable research process to search for new information. They evaluate the validity of sources when considering the use and adoption of external information or practices. They use an informed process to test new ideas, information, and practices in their workplace situation.

Global Readiness

When using research strategies, career-ready individuals also display global competence by selecting and using a variety of international and domestic sources in multiple formats or media to identify and assess the most important evidence that addresses a global question. They can develop a clear and specific position based on evidence that considers multiple perspectives and draws defensible, logical conclusions in response to a global question.

8. Utilize critical thinking to make sense of problems and persevere in solving them.

Career-ready individuals readily recognize problems in the workplace, understand the nature of the problem, and devise effective plans to solve the problem. They are aware of problems when they occur and take action quickly to address the problem. They thoughtfully investigate the root cause of the problem prior to introducing solutions. They carefully consider the options to solve the problem. Once a solution is agreed upon, they follow through to ensure the problem is solved, whether through their own actions or the actions of others.

Global Readiness

In addition, globally competent career-ready individuals can recognize and describe the significance of a problem or situation to the global community. They incorporate diverse cultural, economic, and environmental considerations into their assessment of options and plan of action to address problems. They consider the potential for impact by evaluating previous approaches, varied perspectives, and possible consequences, both intended and unintended.

9. Model integrity, ethical leadership, and effective management.

Career-ready individuals consistently act in ways that align to personal and community-held ideals and principles while employing strategies to positively influence others in the workplace. They have a clear understanding of integrity and act on this understanding in every decision. They use a variety of means to positively impact the direction and actions of a team or organization, and they apply insights into human behavior to change others' actions, attitudes, and/or beliefs. They recognize the near-term and long-term effects that management's actions and attitudes can have on productivity, morale, and organizational culture.

Global Readiness

From a global perspective, career-ready individuals provide a comprehensive analysis of how varying perspectives influence human interactions, and how this affects people's understandings of a situation, event, issue, or phenomenon. They can act in a way that is likely to improve conditions.

10. Plan education and career path aligned to personal goals.

Career-ready individuals take personal ownership of their own educational and career goals, and they regularly act on a plan to attain these goals. They understand their own career interests, preferences, goals, and requirements. They have perspective regarding the pathways available to them and the time, effort, experience, and other requirements to pursue each, including a path of entrepreneurship. They recognize the value of each step in the educational and experiential process, and they recognize that nearly all career paths require ongoing education and experience. They seek counselors, mentors, and other experts to assist in the planning and execution of career and personal goals.

Global Readiness

Career-ready individuals are culturally competent. They identify and incorporate global perspectives and skills in their education and career plans. They practice culturally appropriate behaviors, make some mistakes, receive feedback, and question their own assumptions when interacting with diverse cultures. They have a global mindset that allows them to work with and lead diverse colleagues as they conduct business with people from diverse backgrounds and have a more informed view of the opportunities and options afforded through a global economy.

11. Use technology to enhance productivity.

Career-ready individuals find and maximize the productive value of existing and new technology to accomplish workplace tasks and solve workplace problems. They are flexible and adaptive in acquiring and using new technology. They are proficient with ubiquitous technology applications. They understand the inherent risks—personal and organizational—of technology applications, and they take actions to prevent or mitigate these risks.

Global Readiness

To enhance productivity, career-ready individuals weigh cultural considerations when employing technology. They apply appropriate technological resources to analyze and predict regional, national, and global demographic and economic trends to support product and service availability.

12. Work productively in teams while using cultural/global competence.

Career-ready individuals positively contribute to every team, whether formal or informal. They apply an awareness of cultural differences to avoid barriers to productive and positive interaction. They find ways to increase the engagement and contribution of all team members. They plan and facilitate effective team meetings.

Global Readiness

Global career-ready individuals can initiate investigations of the world by framing questions, analyzing and synthesizing evidence, and drawing reasonable conclusions about global issues. They can think critically and creatively about global challenges, and can recognize, articulate, and apply an understanding of different perspectives, including their own. They have the ability to communicate and collaborate effectively in diverse teams, whether formal or informal, and can translate their ideas, concerns, and findings into responsible actions—individual or group—to improve conditions.