

Core Skills and Competencies for Employability and life in the Lifelong Learning Age

In column A put a figure from 1 to 5 which denotes your assessment of your own performance in each skill in the second column

1= not interested, 2= a lot to learn 3= working hard on it, 4= Only a little more to learn, 5= have it all

		A	B
Self-management skills	❖ Being determined to fulfil one's personal potential ❖ Continuously developing personal skills and confidence ❖ Setting and achieving realistic personal targets ❖ Purposeful introspection ❖ Maintaining perspective and a sense of humour		
Handling and interpreting information	❖ ☐ Using information technology tools and techniques ☐ Collecting, storing, analysing and combining information ☐ Recognising patterns and links and acting appropriately	❖	❖
Applying new knowledge into practice	❖ • Seeing the connection between theory and practice, • Transforming knowledge into action	❖	❖
Learning to learn	❖ ➤ Staying open to new knowledge and new learning techniques ➤ Identifying and using sources of knowledge ➤ Relating learning to personal objectives	❖	❖
Questioning, reasoning and critical thinking	❖ ✓ Recognising and embracing quality in all areas of life ✓ Transforming knowledge into understanding ✓ Recognising reasoned argument from a manipulative one ✓ Never being satisfied with the status quo	❖	❖
Management and Communication skills	❖ ▪ Expressing oneself clearly orally and verbally in formal and informal situations ▪ Persuading others ▪ Listening to others ▪ Helping others to help themselves	❖	❖
Thinking skills and Creativity	❖ • Using Creativity and Imagination to solve problems • Thinking 'out of the box' • Anticipating situations and developing forward vision • Knowing where and how to find inspiration	❖	❖
Adaptability, flexibility and versatility	❖ ✓ Facing change with confidence ✓ Adapting to new situations and tasks ✓ Being ready to change personal direction ✓ Keeping an open mind	❖	❖
Team work	❖ ➤ Sharing information and knowledge ➤ Receiving information and knowledge ➤ Participating in goal-setting ➤ Achieving common goals	❖	❖
Lifelong Learning	❖ ▪ Continuously upgrading personal skills and competences ▪ Cherishing the habit of learning ▪ Contributing to the learning of others	❖	❖