

7. Transition Skills

Navigates change in personal and professional environments while remaining flexible and adaptable.

#	Competency	Indicators
7.1	Evaluates personal skills, strengths, values, and beliefs to inform decisions.	☐ Identifies and works to remove personal barriers to learning new things. ☐ Demonstrates an interest in (and pursues) continuing education. ☐ Recognizes and adjusts to changes that cause an increase in stress on the job.
7.2	Uses problem solving skills to evaluate and eliminate options.	☐ Seeks clarification and understanding, when needed. ☐ Makes wise self-directed learning choices. ☐ Negotiates pros and cons of ideas, approaches, and solutions and analyzes options using "if-then" rationale.
7.3	Applies skills in new contexts.	☐ Works with coworkers to apply new skills and knowledge on the job. ☐ Reflects on using skills in new contexts and determines additional knowledge needs. ☐ Accepts new or changed job responsibilities and uses appropriate skills with new duties.
7.4	Develops plan.	☐ Identifies career pathway options within current organization. ☐ Assesses one's strengths and limitations while maintaining a growth mindset to effectively determine goals and action steps. ☐ Determines steps, procedures, and/or approaches for addressing tasks.
7.5	Implements plan.	☐ Creates and implements plan to increase skills and knowledge to progress along career pathway. ☐ Demonstrates growth mindset by persevering to accomplish tasks that are difficult.
7.6	Evaluates plan.	☐ Devises methods to evaluate personal performance. ☐ Uses data to inform decisions and create new goals and action steps.

References

- Adult Basic Education Teaching and Learning Advancement System (ATLAS) (2013). *Transitions Integration Framework*. <http://atlasabe.org/professional/transitions>
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- Pennsylvania Adult Education Resources, (n.d.). *Foundation Skills Framework*. <https://www.paadultedresources.org/foundation-skills-framework/>
- U.S. Department of Education, Office of Career, Technical, and Adult Education (OCTAE) Division of Academic and Technical Education (n.d.). *Employability Skills*. <https://cte.ed.gov/initiatives/employability-skills-framework>
- Workforce Innovation and Opportunity Act. (2014). <https://www.congress.gov/113/bills/hr803/BILLS-113hr803enr.pdf>