

Top 10 employability skills: teacher guidance

Knowledge, skills, attitudes and how they are presented to employers, help to make a young person ‘employable’

This guidance accompanies the [Top 10 employability skills poster](#). It has been written for teachers and other individuals working with young people to help them gain awareness of key employability skills and how they might be developed.

Top tips to get started:

- display the poster in labs, workshops and STEM classrooms.
- talk to your students about the top ten employability skills in the poster and raise awareness of how they are developed in your lessons.
- signpost when there is opportunity to develop an employability skill in a lesson. Be careful not to overload students by trying to develop too many skills at once.
- link the importance of the skill that they are developing to future study and careers.



The employability skills can be categorised into three subgroups:

How young people work

- 1) using your initiative and being self-motivated
- 2) organisational skills
- 3) working under pressure and to deadlines
- 4) ability to learn and adapt

How they work with others

- 1) communication and interpersonal skills
- 2) team working
- 3) negotiation skills
- 4) valuing diversity and difference

How they think

- 1) problem solving skills
- 2) numeracy

Ideas for developing these employability skills in your STEM curriculum:

- label your resources with the relevant employability skills to inform students what skill they are developing.
- adapt existing content rather than start new activities. Review your lesson content, looking for opportunities to highlight and develop employability skills.
- over time, try to include content that covers a range of employability skills, rather than focusing on the same two or three each lesson.
- aim for quality rather than quantity. You do not need to link to employability skills in every lesson. Take advantage of the opportunities that present themselves over time as a topic develops.
- challenge students to identify the skills they have used in an activity and ask them to discuss how they might evidence this in an interview. For example, you could ask them to explain how they developed their presentation skills after completing a class presentation. What did they find challenging? How did they know what to improve? You could even provide students with employability skills stickers to use in their workbooks or ask them to label the tasks they complete with the most relevant skill.
- record any changes to planned lesson content and make sure that you incorporate this into your department's career learning plan. If you are unsure how to record employability skills in your lesson planning, speak to your Careers Leader for advice.
- reinforce the links between employability skill development and future careers. How might these skills be used in industry?
- encourage students to discuss when they have used employability skills in other subjects. This will help them to see the transferability of these skills across the curriculum.
- use extra-curricular STEM activities as another opportunity to develop employability skills. Many of the [STEM Clubs resources created by STEM Learning](#) have employability skill development embedded within them.
- support students to keep a record of their STEM experiences, including clubs, competitions and workplace visits. Support and encourage them to record pictures of projects, evidence of competition entry and examples of how these experiences helped to develop their employability skills.
- request a [STEM Ambassador](#) to work with your students and help them to develop their employability skills. This might be through a face to face activity or by providing remote support online.
- update parents on the development of employability skills in your lessons by discussing this at parents evenings or options evenings. You could even celebrate employability skill development by sending postcards home.