



THE WCG EMPLOYABILITY FRAMEWORK

SKILLS CREATIVITY
TEAM-WORK
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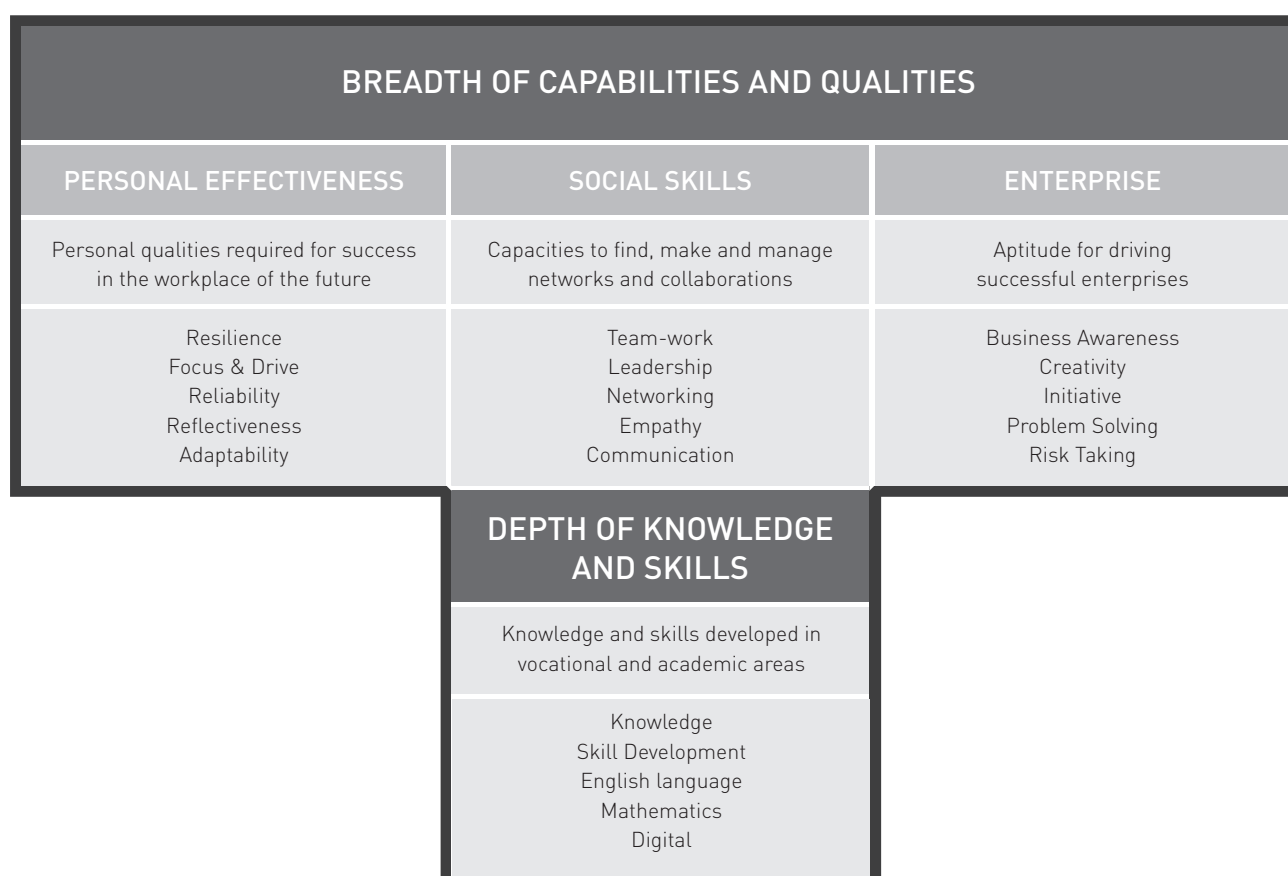
THE WCG EMPLOYABILITY FRAMEWORK

We are committed to developing enterprise, entrepreneurship and employability skills with our students. Our ‘T-Shaped’ Employability Framework provides a structure and context for staff and students.



From the ‘T-Shaped’ image below, the ‘**Depth of Knowledge and Skills**’ represents the knowledge and skills our students will gain while on their academic or vocational courses at college; this is the vertical part of the T-Shape.

The horizontal part of the T-Shape represents the ‘**Breadth of Capabilities and Qualities**’ required by our students to be successful in their careers; these represent the wider employability and life skills with the additional element of ‘enterprise’ enabling our students to be successful in the future whether they work for an organisation/employer or are self-employed.



EMBEDDING EMPLOYABILITY IN OUR CURRICULUM.

The curriculum teams at Warwickshire College Group have developed a framework for embedding and evidencing the '**Breadth of Capabilities and Qualities**', the horizontal part of the T-Shaped Employability Framework.

This framework has taken each of the employability and life skills within '**Personal Effectiveness, Social Skills and Enterprise**' categories and determined what type of evidence a student could provide to demonstrate competence. The framework includes the following levels;

BRONZE	What can the students do?
SILVER	What can the student do, and do they understand why?
GOLD	What can the student do, do they understand why and can they apply this to a new situation
PLATINUM	Higher level employability skill development

Curriculum teams embed the Employability framework into their teaching schedules and their assessment programme. In addition any curriculum enrichment activities have a sign-post to the T-Shaped Employability framework.

Students will be able to track their progress through the framework during group tutorials. The college has developed an online diagnostic tool for students to use and an e-portfolio for recording Employability evidence.



Personal Effectiveness

Resilience	Outcome
Bronze	a. Be able to 'bounce-back' and recover when faced with a set-back.
Silver	a. Be able to 'bounce-back' and recover easily when faced with a set-back b. Explain how to cope with challenges and recover from set-backs.
Gold	a. Be able to 'bounce-back' and recover consistently when faced with a set-back, challenge or stressful situation. b. Explain how to cope with challenges and recover from set-backs and ways to manage stress. c. Carry out a review of their ability to -'bounce -back' from a range of challenges or set-backs.
Platinum	a. Evaluate own resilience in response to a range of challenges and set-backs. b. Critique own strategies for dealing with high-stress activities.
Focus & Drive	Outcome
Bronze	a. Demonstrate a range of positive qualities, attitudes and behaviours on straight-forward tasks.
Silver	a. Demonstrate a range of positive qualities, attitudes and behaviours for learning and work. b. Recognise the need for setting both short and long-term goals.
Gold	a. Demonstrate a range of positive qualities, attitudes and behaviours for learning and work. b. Be able to create and implement an action plan to improve own performance c. Reflect on positive qualities, attitudes and behaviours.
Platinum	a. Critically evaluate own motivation in learning and work. b. Critically review a range of situations where you have successfully demonstrated high levels of motivation, focus and commitment.
Reliability	Outcome
Bronze	a. Demonstrate positive qualities, attitudes and behaviours for learning and work
Silver	a. Demonstrate a range of positive attitudes and behaviours for learning in a variety of situations. b. Explain the importance of managing themselves effectively and behaving in an expected way.
Gold	a. Demonstrate positive attitudes and qualities consistently and over time b. Explain the importance of reliability c. Reflect on positive qualities, attitudes and behaviours.
Platinum	a. Reflect on own reliability in a range of situations and contexts. b. Evaluate how your own reliability affects others.
Reflectiveness	Outcome
Bronze	a. Know their personal strengths and weaknesses
Silver	a. Reflect on personal strengths and weaknesses when working individually and in teams b. Explain the importance of being reflective.
Gold	a. Be able to create and implement an action plan to improve own performance and team work b. Explain the value of continual self-improvement
Platinum	a. Evaluate own ability to reflect meaningfully and honestly on personal performance. b. Review own strategies for using feedback from yourself and others to improve.
Adaptability	Outcome
Bronze	a. Be able to change own ideas or behaviours so that they are suitable for a different condition or situation.
Silver	a. Be able to change own ideas or behaviours so that they are suitable for a range of different conditions or situations. b. Recognise peoples reaction to change
Gold	a. Be Consistently able to adapt to changing situations or conditions to meet the demands of the activity or workplace b. Know about the change process.
Platinum	a. Evidence consistent ability to adapt to changing situations and critically review your responses to change in a range of situations and contexts. b. Reflect on ways in which you can improve areas of weakness in yourselves and others in responding to change.

Enterprise

Business Awareness	Outcome
Bronze	a. Promote and sell a product or service
Silver	a. Plan and deliver an enterprise activity b. Identify the factors that influence the choice of product or services.
Gold	a. Plan, cost and deliver an enterprise activity b. Identify the factors that influence a product or services viability c. Reflect on the choice of enterprise activity.
Platinum	a. Scope the range of opportunities for enterprise within own industry sector. b. Plan, cost and deliver an enterprise activity. c. Reflect on the success of the enterprise activity.
Creativity	Outcome
Bronze	a. Demonstrate the ability to generate ideas, possibilities or alternatives to solve a simple problem
Silver	a. Demonstrate the ability to generate ideas, possibilities or alternatives to solve a problem. b. Explain creativity
Gold	a. Demonstrate the ability to generate ideas, possibilities or alternatives to solve problems and communicate or entertain. b. Explain the benefits of creativity. c. Reflect on creative actions.
Platinum	a. Evidence consistent ability to generate ideas, possibilities or alternatives in response to an identified need. b. Reflect on ways in which you can improve your own creativity to benefit enterprise activities.
Initiative	Outcome
Bronze	a. Demonstrate the willingness & ability to do what needs to be done.
Silver	a. Demonstrate the willingness & ability to recommend something needs to be done and act accordingly. b. Explain self-initiative.
Gold	a. Demonstrate the willingness & ability to do what needs to be done without being told. b. Explain the benefits of self-initiative. c. Reflect on self-initiated actions.
Platinum	a. Evaluate own confidence in taking initiative in a range of situations. b. Reflect on ways in which you can improve your confidence to take initiative.
Problem Solving	Outcome
Bronze	a. Solve a problem
Silver	a. Identify and solve a problem b. Describe and apply the process of problem solving
Gold	a. Identify and solve a problem b. Analyse and review the process of problem solving
Platinum	a. Solve complex problems in a range of familiar and unfamiliar situations b. Reflect on ways in which you can improve your problem solving abilities.
Risk Taking	Outcome
Bronze	a. Demonstrate the ability to take a risk in a familiar routine situation
Silver	a. Demonstrate the ability to take a risk in a range of situations b. Know about the main features of risk taking
Gold	a. Demonstrate the ability to take a risk in a unfamiliar situation b. Summarise the main features of risk taking c. Evaluate their risk taking performance
Platinum	a. Assess the risk in undertaking a complex task. b. Demonstrate successful decision making based on a comprehensive assessment of risks.

Social Skills

Team work	Outcome
Bronze	a. Work with others towards achieving shared objectives in a familiar routine situation
Silver	a. Work with others towards achieving shared objectives in a well-defined situation b. Recognise the roles people may take in a teamwork situation
Gold	a. Work with others towards achieving shared objectives b. Explain the role of conflict c. Reflect on own performance and that of the team
Platinum	a. Demonstrate consistently effective team working skills b. Reflect on team performance and feedback to identify ways of improving the team working abilities of yourself and others.
Leadership	Outcome
Bronze	a. Demonstrate leadership skills in a familiar routine situation
Silver	a. Demonstrate leadership skills in a group b. Know about the main features of leadership
Gold	a. Demonstrate effective leadership skills with others b. Describe the main features of leadership c. Evaluate their leadership performance
Platinum	a. Demonstrate effective leadership of a group in complex situations. b. Critically review own leadership performance to identify ways of improving your leadership abilities.
Networking	Outcome
Bronze	a. Recognise how to interact with others in everyday and familiar situations
Silver	a. Demonstrate how to interact with others in a range of social situations b. Describe how to interact with others in familiar social situations
Gold	a. Demonstrate how to interact with others in unfamiliar social situations b. Discuss how to interact with others in a range of social situations c. Have an awareness of effective participation in social situations
Platinum	a. Create an extensive list of valuable and realistic networking opportunities in own industry sector b. Evaluate own behaviours in developing an effective professional network.
Empathy	Outcome
Bronze	a. Demonstrate the ability to listen to a familiar person in a familiar setting.
Silver	a. Demonstrate the ability to listen to an unfamiliar person in a familiar setting. b. Show empathetic behaviours.
Gold	a. Recognise and be able to use a range of conversational techniques to develop a better beneficial connection with others. b. Explain the benefits of empathetic behaviours in forming a positive connection with others c. Carry out a review of their empathetic behaviour.
Platinum	a. Reflect upon own emotional intelligence in a range of situations. b. Plan ways in which you can improve your questioning and listening techniques and behaviours.
Communication	Outcome
Bronze	a. Know that effective communication is important for learning and work
Silver	a. Explain why effective communication is important
Gold	a. Explain why effective communication is important b. Carry out a review of their ability to communicate effectively.
Platinum	a. Communicate effectively to a range of audiences using the appropriate format(s). b. Evaluate own communication skills and abilities to identify methods for improvement.