Option 2: Quickly test your ability to articulate your skills (1-5 minute exercise)

1. Choose an item from the list of skill sets that you believe you would be able to
discuss and articulate effectively to an employer. Then write in the text box what you
would say to an employer in order to convince them of your skill level in that area.

16 Essential Skill Sets for Employment in Science and Health (choose one):

- Acquiring Knowledge.
- Balancing Work/Life.
- Communicating Effectively.
- Contributing to a Team.
- Developing Professional/Technical Skills.
- Embracing Change.
- Managing Time and Priorities.
- Navigating across Boundaries.
- Performing with Integrity.
- Solving Problems.
- Thinking Critically.
- Working in a Diverse Environment.
- Self-Motivation.
- Enthusiasm/Commitment.
- Empathy.
- Curiosity.

What you would say to an employer in order to demonstrate that you have that skill set?

2. Reflection: how long did it take you to compose your written response above?

   <10 seconds       10 seconds to 1 minute       1-5 minutes

3. Find a friend (or make an appointment with a career advisor) who can read and rate
   your answer using the attached “PDF Critique Form and Grading Sheet”.
CRITIQUE FORM and Grading Sheet (to be completed by interviewer)

Date: ___________  Skill identified by student: ______________________________

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<tr>
<th>INEFFECTIVE</th>
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- Described very little of this skill and just made very general statements.
- Understood the skill area and was specific about skill level.
- Description of skill was strong and directly relevant to the position.
- Gave an example that was not relevant to this skill. Minimal details.
- Cited an example that required a fair amount of effort and detail.
- Example given of skill was strong and clearly described.
- Showed no connection to stated skill.
- Example used was relevant to skill.
- Example was highly relevant to skill.
- Showed no evidence of learning or appropriate application of skill.
- Able to identify learning and appropriate application of skill.
- Excellent description of learning achieved and relevance to skill cited.

Interviewer-please answer yes or no and comment as needed:

Student was able to identify a specific problem or situation in which his/her skill was effectively needed
Yes  No

Student was able to discuss and report what he/she did in this example to demonstrate his/her skill in addressing this situation
Yes  No

Student was able to identify the results of how he/she effectively used his/her skill in this situation to effectively resolve or appropriately address the problem
Yes  No

Student was able to comment on what he/she learned from this experience as it relates to applying this skill directly to a job situation in the future.  Yes  No

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Candidate Assessment
What was good about my answer?

How might I be able to improve what I say about this skill set?

Interviewer Assessment
What was good about the candidate’s answer?

How might the candidate be able to improve it?