

Career Readiness Badge Rubric

The General Education Program's Career Readiness badge proves the earner can demonstrate the ability to articulate thoughts clearly; engage in professional communication; exhibit leadership and teamwork; apply critical thinking and problem-solving skills; and understand diversity, equity, and inclusion principles. This badge showcases the student's comprehensive development through various General Education activities and assignments. Students can qualify for the badge after taking five General Education courses in three different foundations, distributions, GEIR, or GEEL areas.

To earn the Career Readiness badge, students will create an e-portfolio to include the following:

1. Upload two assignments from General Education courses.
2. Provide proof of participation and a brief description of two MC activities or one MC and one community activity showing civic engagement, leadership, and teamwork. Examples of participation include certificates, names listed on the flyer/program, or pictures. Examples of an MC activity could include transfer fairs, mobile markets, theatre events, humanities week workshops, or a Student Life event.
3. Create a 2 to 4-minute video reflecting communication skills and professionalism. The video should include discussion of how critical thinking and problem-solving skills were used in at least two assignments in two General Education courses and how these skills will be useful in a job setting. The video should be professional and begin with an attention-getter, include a clear thesis, and have a professional background. The speaker should make excellent eye contact, speak extemporaneously, use a visual, connect two General Education courses, dress professionally, and summarize main points. All images must be credited.
4. Write a 200 to 250-word reflection summary that includes examples of diversity, equity, and inclusion and/or a global and cultural perspectives (GCP) from a General Education course and discusses the relevance to a future job setting. A good course to use is one with the GCP designation. Any sources used must be properly cited.
5. Complete two [SMART](#) goals worksheets: one for career development and one for self-development. The self-development goal should be healthy behavior, for example: physical activity, nutrition intake, water intake, sleep, socialization, or a stress relief technique. The career development goal should support future job placement, for example: resume, internships, interviews, continuing education credits, or certification exams.

Competencies:

Civic Engagement, Leadership and Teamwork - Show awareness of the skills needed to become a leader and team player committed to civic and social responsibility. Show the ability to lead and follow others in collaborative efforts to achieve common goals.

Communication and Professionalism - Demonstrate an awareness of responsible behaviors, ethical standards, and integrity in professional interactions and collaboration efforts.

Critical Thinking and Problem Solving - Apply integrative thinking across disciplines to solve complex problems. Articulating thoughts and ideas collaboratively to analyze issues, evaluate decisions, and solve problems.

Diversity, Equity, and Inclusion - Apply principles and methodologies of various disciplines to understand and appreciate the ideas, history, values, and creative expression of various cultures of diversity, equity, and inclusion.

Career Development & Self-Development - Demonstrate an awareness of the skills needed to meet the mental and physical demands to balance personal and professional life.

The above competences are defined by [NACE](#).

Competency	Beginning (1)	Competent (2)	Advanced (3)
Civic Engagement, Leadership and Teamwork	Attend one MC or community activity	Attend two MC and/or community activities with engagement or participation	Attend two MC and or community activities and be involved in planning, teamwork, or a leadership role
Communication and Professionalism	<ul style="list-style-type: none"> - Far exceeded or did not meet the 2 to 4-minute time limit - Video is unprofessional - Did not begin with an attention-getter - Did not have a thesis statement - Did not make much eye contact with the camera - Spoke robotically and monotone - Did not use visual aid - Did not dress professionally - Background is unprofessional - Conclusion is missing 	<ul style="list-style-type: none"> - Slightly exceeded or did not meet the 2 to 4-minute time limit - Video is of mediocre quality - Began with a weak attention-getter - Had an unclear thesis statement - Made some eye contact with the camera - Spoke somewhat conversationally and natural - Used a basic visual aid - Dressed somewhat professionally - Background is somewhat professional - Conclusion is brief 	<ul style="list-style-type: none"> - Met the 2 to 4-minute time limit - Video is polished and professional - Began with an effective attention-getter - Had a clear thesis statement - Made excellent eye contact with the camera - Spoke extemporaneously - Used helpful visual aid - Dressed professionally - Background is professional - Conclusion summarizes main points
Critical Thinking and Problem Solving	Video does not include connections between assignments and how they relate to future situations in job settings	Video includes minimal connections between two assignments and how they relate to future situations in job settings	Video includes excellent connections between two assignments and how they relate to future situations in job settings
Diversity, Equity, and Inclusion (DEI)	Identify a learned example of DEI but does not connect it to a job setting	Identify a learned example of DEI and vaguely connects it to a job setting	Identify a learned example of DEI and clearly connects it to a job setting
Career Development and Self-Development	Create two SMART goals but missing most requirements	Create two SMART goals but missing some of the requirements	Create two SMART goals meeting all requirements

Score to receive the Career Readiness badge = 10 or higher with all ratings at competency or above