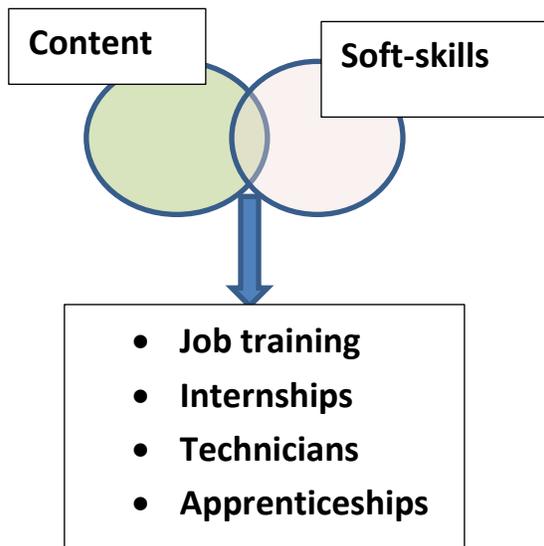


Soft-Skills ...How can we help high school drop outs and young workers to achieve better lives? Teach them the soft-skills of work. See work as a career that you continuously get better. The training will be integrated with a “mindfulness approach” (You have control over your actions):

- Work in Teams ... Collaboration, decision making, brain writing
- Communication Skills... Presenting yourself, empathy for the other person’s view, customer focus, thinking with clarity and precision
- Problem framing and solving, understanding what is the true problem and tinkering with ways to solve the problem
- Habits of Mind ... Persistence, problems as opportunities, finding humor, accuracy in your work, remain open to continuous learning
- Respectful dealing with others (Professionalism)
- Dialogue ... 6 Hats How to create dialogue and not shouting matches.
- Entrepreneurships / Innovation, business processes
- Brain Plasticity ... we continuously are able to learn new things
- Thinking skills ... Questions, creative and critical thinking, meta-cognitive reflection and system thinking. Quality focus and feedback

Focus on education ... Grow the bottom.



Implementation: hands on learning

- Feed the World
- Power the World
- Heal the World

From WPI

- Get a partnership with industry that provides career opportunity if we provide a person with good soft-skills. Retail stores, Warehouses, etc.
- Relationship with non-profits that focus on this area.

Habit of Mind

Persisting	5. Metacognition	9. Thinking and communicating with clarity and precision	13. Taking responsible risks
2. Managing impulsivity	6. Striving for accuracy	10. Gather data through all senses	14. Finding humor
3. Listening with understanding and empathy	7. Questioning and posing problems	11. Creating, imagining and innovating	15. Thinking interdependently
4. Thinking flexibly	8. Applying past knowledge to new situations	12. Responding with wonderment and awe	16. Remaining open to continuous learning

<http://www.habitsofmind.org/content/back-back-strategy-used-enhance-habits-mind>

Appreciation of beauty and excellence	Curiosity	Grit (persistence and resiliency)
Bravery	Fairness	Hope (optimism)
Citizenship	Forgiveness and mercy	Humility/modesty
Creativity	Gratitude	Humor
Integrity	Kindness	Leadership
Love	Love of Learning	Open-mindedness
Perspective	Prudence/discretion	Self-control
Social Intelligence	Spirituality	Zest (energy and enthusiasm)

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Course outline: The course will follow the **Massachusetts Definition of College and Career Readiness** Approved by Massachusetts Board of Elementary and Secondary Education on February 26, 2013; Massachusetts Board of Higher Education on March 12, 2013.

All high school students should develop a foundation in the academic disciplines identified in the MassCore course of study,¹ build competencies for workplace readiness as articulated in the Integrating College and Career Task Force Report,² and focus on applying academic strategies to problem solving in diverse professional and life contexts, appropriate to individual student goals

- 1) Workplace Readiness
- 2) Work Ethic and Professionalism
- 3) Qualities and Strategies
- 4) Brain Plasticity
- 5) Problem definition and solving
- 6) Project Management

Workplace Readiness

Student preparation for college and career should emphasize career awareness,

exploration and immersion as well as development of the foundational knowledge and skills necessary to successfully navigate the workplace.

College and career ready students will demonstrate:

Work Ethic and Professionalism

- Attendance and punctuality expected by the workplace
- Workplace appearance appropriate for position and duties
- Accepting direction and constructive criticism with a positive attitude and

response

- Motivation and taking initiative, taking projects from initiation to completion
- Understanding workplace culture, policy and safety, including respecting confidentiality and workplace ethics Effective Communication and Interpersonal Skills
- Oral and written communication appropriate to the workplace
- Listening attentively and confirming understanding
- Interacting with co-workers, individually and in teams³

Proficiency in these skills is common for success in all workplaces and should be viewed as the foundation upon which additional workplace and career skills are added based on the specifics of any job.

Qualities and Strategies

Preparation for college and career should help students develop a wide range of quantitative and qualitative abilities that go beyond the minimum levels of competence needed for entry-level college courses and employment. In high school, students should demonstrate:

- Higher order thinking skills of analysis, synthesis, and evaluation
- The ability to think critically, coherently, and creatively
- The ability to direct and evaluate their own learning, be aware of resources
- available to support their learning, and have the confidence to access these
- resources when needed.
- Motivation, intellectual curiosity, flexibility, discipline, self-advocacy, responsibility, and reasoned beliefs

Course Details:

Session	Major area	Theme
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1	Introduction / Creating a learning collaborative in the classroom / pre-Assessment of their knowledge and thinking skill awareness	Attributes, Values, Teacher Skills and the relation to excellence in academics and the larger world of work. Developing the outcome goals for the class.
2	Work in teams	Part of Team Project ...Collaboration, decision making, brain writing (brainstorming)
3	Problem framing and solving Empathy	Part of Hands on Learning ... understanding what is the true problem and tinkering with ways to solve the problem
4	Creative and critical thinking skills around the design process	Learn the tools of brainstorming, brain-writing, and decision making for divergent and convergent processing skills
	Project Planning, Execution and Measurement	
5	Brain Plasticity <ul style="list-style-type: none"> • Carol Dweck, Ph.D • Claude M. Steele Ph.D Mindfulness	... we continuously are able to learn new things Two 30 minutes discussions spent on a single idea: that the brain is a muscle. Giving it a harder workout makes you smarter.
6	Habits of Mind	Built into projects and continuous discussion
7	Infusion of thinking skills	Create an appreciation for life-long learning by providing opportunities to develop creative and critical thinking skills

8	Dialogue	... 6 Hats How to create dialogue and not shouting matches. Using dialogue question
9	Professionalism	Respectful dealing with others
10	Entrepreneurships / Innovation	Business processes... Persistence, problems as opportunities , finding humor, accuracy in your work, remain open to continuous learning
11	Conclusions, Self-Assessment Quality focus	Strength of Character Understand why you did certain things, What can you learn from your actions to improve How can you use data to improve?
12	Community support Job training <ul style="list-style-type: none"> • Internships • Technicians • Apprenticeship 	<ul style="list-style-type: none"> • Get a partnership with industry that provides career opportunity if we provide a person with good soft-skills. Retail stores, Warehouses, etc. • Relationship with non-profits that focus on this area.

In her research, Duckworth examines two traits that predict success: **grit**, the tendency to sustain interest and effort in pursuing long-term goals, and **self control**, the regulation of behavioral, emotional and attentional impulses. To Duckworth, grit allows people to pursue challenges over the course of years. Self control, on the other hand, helps us battle “hourly temptations.”

Strengths of character ... From The KIPP School
[Challenge! Zest](#)

Zest: Actively participates. Shows enthusiasm. Approaches new situations with excitement and energy.

[Challenge! Grit](#)

Grit: Finishes what is begun. Sticks with a project or activity for more than a few weeks. Tries very hard even after experiencing failure. Stays committed to goals. Keeps working hard even when feeling like quitting

[Challenge! Self Control \(School Work\)](#)

Self Control (school work) - Comes to class prepared. Remembers and follows directions. Gets work done right away instead of waiting until the last minute. Pays attention and resists distractions. Works independently with focus

[Challenge! Self Control \(Interpersonal\)](#)

Self Control (interpersonal) - Remains calm even when criticized or otherwise provoked. Allows others to speak without interruption. Is polite to adults and peers. Keeps temper in check.

[Challenge! Optimism](#)

Optimism - Believes that effort will improve the future. When bad things happen, thinks about what could make it better next time. Stays motivated, even when things don't go well. Believes that you can improve on things you're not good at

[Challenge! Gratitude](#)

Gratitude - Notices when other people help. Shows appreciation for the good things in their life. Expresses appreciation by saying "thank you." Does something nice for someone else as a way of saying "thank you."

[Challenge! Social Intelligence](#)

Social Intelligence - Able to find solutions during conflicts with others. Shows that they care about other people's feelings. Adapts to different social situations

[Challenge! Curiosity](#)

Curiosity - Eager to explore new things. Asks questions to help learning.
Takes an active interest in learning.