



Teacher's Guide - Effective Practices in Teaching Employability Skills

- Employability Skills are best learned when they are included among instructional goals and explicitly taught.
- Instructional approaches that involve cooperation and active engagement in the learning experience are most effective for imparting employability skills to students and workers.
- Classrooms that effectively teach employability skills are organized to reflect some of the key features of real work settings. Student tasks are structured to require skills used by real workers (e.g., managing time, accepting responsibility, making decisions, attending to detail).
- A key feature of classes that successfully teach employability skills is that instructors hold and communicate high expectations for the learning and behaviour of their students - whether or not the overall culture of the school holds high expectations for them.
- In classes that effectively teach employability skills, teachers act as facilitators and coaches and expect students to take responsibility for their own learning.
- In classes whose participants successfully acquire employability skills, learning is individualized - determined by students' learning needs and styles - rather than being regulated by textbooks or rigid lesson plans.
- Teachers are most successful when they have considerable autonomy in establishing curriculum, classroom design and instructional approach.

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IEC Industry - Education Council of Hamilton
554 Main Street E, 3rd Floor, Hamilton, ON, L8M 1J3
www.iechamilton.ca | t. 905-529-4483