

Employability Skills 9 Week Unit

Week 1: Introduction to Employability Skills

Objective: Students will understand the importance of employability skills and how they impact future success in school and work.

Activities:

Class discussion on "What are employability skills?" and their importance.

Interactive activity: Students reflect on their own skills through a selfassessment.

Group activity: Roleplaying different job scenarios where employability skills are crucial.

Weeks 2-3: Mindset

Week 2: Growth vs. Fixed Mindset

Objective: Students will learn the difference between a growth mindset and a fixed mindset and how adopting a growth mindset can benefit their personal and academic lives.

Activities:

Video: Introduction to growth and fixed mindsets.

Class discussion: Explore how a growth mindset encourages perseverance and learning from mistakes.

Growth mindset journal: Students write about a time they overcame a challenge by thinking positively.

Group activity: "Mindset in action" – Roleplaying scenarios where mindset impacts outcomes.

Week 3: Resilience and Perseverance

Objective: Students will learn how to develop resilience and perseverance in challenging situations.

Activities:

Discussion: What is resilience, and why is it important in the workplace?

Personal reflection: Students write about a time they were faced with a challenge and how they handled it.

Group activity: "Overcoming obstacles" – Teams tackle a difficult task and discuss how perseverance helps them succeed.

Weeks 4-5: Work Ethic

Week 4: Responsibility and Accountability

Objective: Students will understand the importance of taking responsibility for their actions and being accountable in a professional environment.

Activities:

Class discussion: What does responsibility look like in different settings (school, work, home)?

Scenario analysis: Reviewing examples of responsible and irresponsible behavior and the consequences.

Accountability log: Students track their daily responsibilities and reflect on how they manage them.

Week 5: Time Management and Productivity

Objective: Students will learn techniques to manage time effectively and increase productivity.

Activities:

Time management workshop: Students learn prioritization techniques such as the Eisenhower matrix.

Productivity challenge: Students apply time management strategies to complete a task within a time limit.

Reflection: Students write about how they can improve their time management skills in the future.

Weeks 6-7: Learning Strategies

Week 6: Active Learning and Goal Setting

Objective: Students will learn how to engage in active learning and set SMART goals for personal and academic growth.

Activities:

Class discussion: What is active learning, and how can students take charge of their own learning?

Goalsetting workshop: Students create SMART goals for the quarter.

Group activity: "Active learners" – Groups explore different learning methods, such as notetaking, mind maps, or study groups.

Week 7: ProblemSolving and Critical Thinking

Objective: Students will develop critical thinking and problemsolving skills to apply in academic and realworld situations.

Activities:

Critical thinking puzzles and challenges.

Problemsolving case studies: Groups discuss how to resolve specific workplace issues using logical reasoning.

Reflection: Students write about a problem they solved recently and the steps they took to resolve it.

Weeks 8-9: Social and Emotional Skills

Week 8: Communication and Collaboration

Objective: Students will develop effective communication and teamwork skills.

Activities:

Communication workshop: Practice verbal and nonverbal communication techniques.

Teambuilding activity: "Collaborative challenge" – Students work in teams to solve a complex problem.

Reflection: Students write about the importance of clear communication and how they can improve their own skills.

Week 9: Emotional Intelligence and Conflict Resolution

Objective: Students will learn how to recognize and manage their emotions, as well as handle conflicts in a professional manner.

Activities:

Emotional intelligence workshop: Discuss how self-awareness and empathy contribute to workplace success.

Conflict resolution roleplay: Students practice resolving workplace conflicts through communication and compromise.

Reflection: Students write about a time they resolved or witnessed a conflict and what they learned from the experience.

Assessment and Reflection:

Final Project: Students will create a portfolio reflecting on their growth in employability skills throughout the unit, including specific examples of where they applied the skills in school, work, or personal life.

Presentation: Students present their portfolios and highlight the most important skills they have developed.

This 9-week unit will give students both the knowledge and practical application they need to develop essential employability skills, preparing them for future academic and career success.