

# General Education Career Competencies

## 1

### ORAL AND WRITTEN COMMUNICATION

**Purpose:** Communication serves many purposes in the workplace and in society—to inform, persuade, argue, educate, and entertain. While students pursue their program requirements, they can expect to improve the knowledge and skills needed to be an effective communicator, both orally and in writing, in their career field and in everyday life. The competencies in this area will help students speak and write effectively for a variety of audiences, utilize communication technologies appropriately, and apply the standard conventions of the context they are in.

1. Present oral communication with appropriate content, organization, and delivery for the audience and purpose.
2. Deliver written communication with appropriate content, organization, syntax, mechanics, and style for the audience and purpose.

\*Competency 1.1 is achieved through Cornerstone and Capstone requirements.  
Competency 1.2 is achieved through Written English requirements.

## 2

### MATHEMATICS AND SCIENTIFIC PROBLEM SOLVING

**Purpose:** Successful professionals encounter increasingly complex problems in the workplace that require them to come up with innovative solutions. To advance and succeed, professionals require stronger quantitative and scientific reasoning skills than ever before. Our curricula are designed to prepare students to exercise sound judgment using technology, knowledge, facts, and data. This ability will help students develop the ingenuity, problem solving, scientific, and quantitative reasoning skills needed for success in the 21st century.

1. Apply scientific knowledge and reasoning to make evidence-based decisions.
2. Apply mathematical concepts and reasoning to solve problems that involve quantitative information.

\*Competency 2.1 is achieved through the Natural Science requirement. Competency 2.2 is achieved through the Mathematics requirement.

# 3

## INFORMATION LITERACY

**Purpose:** Students interact with information daily in their personal and professional lives, whether it is conveyed via websites, newspaper articles, television, social media, business communication, or scholarly writing. An abundance of information is created daily in the digital age, but not all of this information is equally credible or suitable to the task at hand. As students engage in their program of study, they will learn to be a discerning and effective information consumer, communicator, and creator who can use information in an effective, ethical, and legal manner.

1. Locate and evaluate sources to meet an information need.
2. Cite sources using appropriate academic conventions.

\*Competencies 3.1 and 3.2 are achieved through the Information Literacy requirement.

# 4

## CULTURAL DIVERSITY AND EXPRESSION

**Purpose:** Excelsior College takes pride in providing an inclusive, collaborative educational environment that is respectful of differences. This competency will help students develop a grounded understanding of the human condition and an appreciation of the variety of forms of human expression. In addition, this competency promotes a respect for cultural diversity, a desire for equity, and an awareness of social identity, for example race, ethnicity, sexual orientation, gender, social class, religion, ability, and national origin. Achieving this competency will equip students to interact professionally with a diverse range of people, a skill that is highly valued by employers.

1. Analyze human thought, creative expression, or cultural representations within their contexts.
2. Explain the dynamics of social identity or cultural differences within interpersonal and societal relations.

\*Competencies 4.1 and 4.2 are achieved through the Humanities distribution requirement.

# 5

## GLOBAL UNDERSTANDING

**Purpose:** Workers today operate in a predominantly knowledge-based global economy. To be effective thinkers and communicators, they need an understanding of the global forces that have shaped and continue to shape human behavior and interactions. Through this competency, students will develop a better understanding of their own community and the complex and diverse global communities within which we all exist. The skills and knowledge that students will gain will help them meet the changing demands of a globally interdependent world.

1. Explain how social, political, economic, or cultural forces shape relations between individuals and groups around the world.

\*Competency 5.1 is achieved through the Social Sciences/History distribution requirement.

# 6

## ETHICAL REASONING

**Purpose:** Ethics are the principles that guide human behavior and a cornerstone of every field and profession. Employers need workers who can find innovative, ethical, and practical solutions to a variety of problems. Through this competency, students will learn to reflect and analyze positions and issues from a variety of ethical perspectives. This will equip students to make ethically informed choices in their personal and professional lives.

1. Explain different ethical positions in relation to a problem or issue.

\*Competency 6.1 is achieved through the Ethics requirement.

# 7

## PROFESSIONAL PRESENCE AND SELF-AWARENESS

**Purpose:** Successful workers are not only proficient in their roles, but also aware of their own strengths and interests, and able to exhibit the behaviors consistent with the rules, norms, and expectations of a professional setting. Surveys of employers confirm that professional presence and self-awareness are important competencies in the people they hire. These skills and habits of mind will help students to manage their career, portray a positive impression in their career field, and solve workforce problems by employing emotional intelligence and self-awareness.

1. Develop a career planning strategy that incorporates their strengths, interests, abilities, and values.
2. Explain the norms and conventions of the workplace for a career field.

\*Competencies 7.1 and 7.2 are achieved through Cornerstone and Capstone requirements.