

MORE!



FUTURE SKILLS COMPETENCY FRAMEWORK



TALENTINO® 



FUTURE SKILLS COMPETENCY FRAMEWORK

Customer facing Resources

| | | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 |
|-----------------------------|--|---|-------------------------------------|---|---|--|
| Levels | Personal and Social Development | Awareness | Awareness | Developing | Developing/ Applying | Mastering |
| EL3,L1,L2 | | Building Positive Relationships | Emotions and Well-Being | Building Resilience | Presenting Your Best Self | Managing Stress/ Increasing Resilience |
| EL3,L1,L2 | | Self-Discovery and Identity | Building Confidence and Self Esteem | Stress Management | Lifestyle Influences | Adapting to Transitions/ Embracing Change |
| EL3,L1,L2 | | Online Digital Etiquette | Emotional Challenges | Collaborating Effectively | Flexibility/ Learning to Adapt | Strengthening Professional Networking |
| EL3,L1,L2 | | Diversity and Inclusion | Adaptability/ Preparing for Change | Personal Online Presence | Understanding Preferred Learning Styles | My Journey Workshop for Yr9 |
| | | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 |
| Levels | Employability and Enterprise | Awareness | Awareness | Developing | Developing/ Applying | Mastering |
| EL3,L1,L2 | | Introduction to Future Skills | Exploring workplace skills | Work Values and Culture | Diversity in the Workplace | Professional Communication |
| EL3,L1,L2 | | Exploring Future Skills | Collaboration and Communication | Problem-Solving/ Critical Thinking in the Workplace | Technology in the Workplace | Analysing Trends and Presenting Data |
| EL3,L1,L2 | | Exploring Creative Thinking | Understanding Future Skills | Conflict Resolution | Financial Literacy | Networking Skills |
| EL3,L1,L2 | | Building Problem Solving/ Critical Thinking | Planning to Network | Personal Branding/ Work Identity | Employer Expectation | Influencing People Through Language/ Ideas |
| All levels – confirm | Peter Jones Foundation Talentino Enterprise Programme | Tycoon/ Talentino | Tycoon/ Talentino | Tycoon/ Talentino | Tycoon/ Talentino | Tycoon/ Talentino |

FUTURE SKILLS COMPETENCY FRAMEWORK

Customer facing Resources

| | | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 |
|-----------|-------------------|---------------------------------|--|-------------------------------------|-------------------------------|----------------------------|
| Levels | Career Management | Awareness | Awareness | Developing | Developing/ Applying | Mastering |
| EL3,L1,L2 | | Early Career Development | Early Career Dreams/ Aspirations | Career Influences | Writing a CV | Post 16/18 Options |
| EL3,L1,L2 | | Understanding the World of Work | Creating Your CICO Profile | Understanding Qualification Choices | Planning for Work Experience | Preparing for an Interview |
| EL3,L1,L2 | | Early Career Influences | CICO Career Families | Making Qualification Choices | Preparing for Work Experience | Mock Interviews |
| EL3,L1,L2 | | Importance of Career Planning | Your CICO Profile and CICO Career Families | Exploring Work Experience | Exploring Interview Skills | My Next Best Step |

FUTURE SKILLS COMPETENCY FRAMEWORK

Relationship Management

Networking: The ability to engage with individuals and groups beyond our usual relationships for the purpose of extending and sharing knowledge.

Developed within strands:

- **Personal Skills and Character Development**
- **Employability and Enterprise Skills**
- **Career Management**

| Awareness | Developing/Applying | Mastering |
|---|--|--|
| <p>Awareness of Networking: To have a basic understanding of networking. Be aware of the purpose of engaging with individuals and groups outside their usual relationships. Understand the potential benefits of networking but have yet to fully explore and develop their skills in this area.</p> | <p>Developing Networking Skills: Beginning to develop and actively apply networking abilities for the purpose of engagement with new individuals and groups. Participate in networking events, online communities and expand their network beyond their immediate circle.</p> | <p>Mastery of Networking: To demonstrate the skills and techniques required to engage with diverse individuals and groups, establishing meaningful connections. Have a good understanding of relationship-building strategies. Be adept at leveraging networks for knowledge exchange, seeking out opportunities to learn from and contribute to various communities.</p> |

Rationale:

This skill gives individuals the tools and confidence to actively reach out and participate in different communities. This enables individuals to connect with diverse individuals, expand their horizons, gain new insights, and contribute to a collective pool of information. Making meaningful connections and building relationships that benefit both parties. The benefits of networking are an increase in profile, career opportunities, increased self-confidence, and can gain visibility. Personal networks can provide unique opportunities other media cannot. We do not live or work in a vacuum; we are all bound up by ‘six degrees of separation.’ Networking is the art of building mutually beneficial relationships. Pro-active career behaviours such as networking can positively impact your early career success when making the transition from College, Further education/Training, to work. Networking empowers us to bridge gaps, connect with others, and create a dynamic environment for exchanging ideas. It fuels personal growth and encourages innovation.

Sources:

Sharing Research Information; The Benefits of Networking. Robert Metzke (August 2002).

FUTURE SKILLS COMPETENCY FRAMEWORK

Emotional and Social Intelligence

The ability to sense and empathise with different people and anticipate and behave within socially accepted norms of diverse individuals and groups.

Developed within strands:

- **Personal Skills and Character Development**
- **Employability and Enterprise Skills**
- **Career Management**

| Awareness | Developing/Applying | Mastering |
|--|--|--|
| <p>Awareness of Emotional and Social Intelligence: To have a basic awareness of emotional and social intelligence. Begin to understand the importance of their own emotions and the emotions of others. Have a basic understanding of appropriate social norms when engaging with diverse individuals and groups.</p> | <p>Developing Emotional and Social Intelligence: Beginning to develop and actively apply emotional and social intelligence skills. Can demonstrate the understanding and consideration of diverse viewpoints. Increased application of communication and interpersonal skills, to meet socially accepted norms in various situations.</p> | <p>Mastery of Emotional and Social Intelligence: To demonstrate a good understanding and sensitivity towards the emotions and needs of others. Apply and demonstrate emotional regulation, to maintain positive relationships. Adjust and adapt their behaviour to demonstrate effective communication with diverse individuals and groups.</p> |

Rationale:

These skills build self-awareness and empathy, increasing the ability to understand and manage emotions effectively, including building strong relationships, practicing active listening, and demonstrating empathy in interpersonal interactions. Emotional and social intelligence involves the ability to understand and manage one's emotions, as well as empathise with and relate to others effectively. Research has consistently shown the significance of these skills in fostering positive relationships, effective communication, and successful collaboration. The Harvard Business Review highlights the importance of emotional intelligence in leadership and team dynamics, emphasising its impact on employee engagement, productivity, and overall organisational success. These skills enable individuals to build strong relationships, work well in teams, and understand and develop their own roles within different teams at work and at home. Emotional and social intelligence allows individuals to adapt to different working environments and effectively lead and motivate people either individually or as a whole team.

Sources:

The UK Employee Engagement Taskforce's report on The Role of Empathy in Building Stronger Workplace Relationships (2023).

Harvard Business Review. (2023). The Impact of Emotional Intelligence on Team Dynamics.

FUTURE SKILLS COMPETENCY FRAMEWORK

Teamwork and collaborating (in a hybrid environment):

The ability to successfully navigate and contribute to teams within actual and remote working environments with equal success.

Developed within strands:

- **Personal Skills and Character Development**
- **Employability and Enterprise Skills**
- **Career Management**

| Awareness | Developing/Applying | Mastering |
|--|--|---|
| <p>Awareness of Teamwork and Collaborating: To have a basic awareness of teamwork and collaboration in varying working environments. Begin to understand the importance of effective communication, cooperation, and coordination within teams. Recognise the challenges and benefits of hybrid work settings identifying different approaches and skills required.</p> | <p>Developing Teamwork and Collaborating: Beginning to develop and actively apply teamwork and collaborating skills for the purpose of hybrid working. Participate in both actual and remote team projects to develop an understanding of the unique dynamics and challenges of hybrid teams. Actively contribute to team discussions, share ideas, and demonstrate flexibility in accommodating the needs of both in-person and remote team members.</p> | <p>Mastery of Teamwork and Collaborating: To demonstrate a good understanding of teamwork and collaboration within a hybrid environment. Can navigate and contribute to teams within actual or remote workplaces. Be proficient in the use of varying communication and collaboration tools to facilitate effective team interactions. Can acknowledge the needs and perspectives of in-person and remote team members, ensuring engagement for everyone involved.</p> |

Rationale:

Teamwork and collaboration encompass various essential skills, including fostering cooperation, conflict resolution, and harnessing individual strengths to attain common objectives. Effective teamwork necessitates strong interpersonal abilities, adaptability, and a readiness to contribute to collective endeavours. This skill holds significant value in the professional realm, as employers actively seek individuals capable of making valuable contributions to group projects, cooperating seamlessly with diverse teams, and demonstrating exemplary people skills.

Sources:

The UK Employer Skills Survey (2021) conducted by the UK Commission for Employment and Skills (UKCES).

FUTURE SKILLS COMPETENCY FRAMEWORK

Self

Managing Change: The ability to anticipate, accept and adapt and be flexible enough to withstand the more extreme impacts of change whilst maintaining a positive outlook.

Developed within strands:

- **Personal Skills and Character Development**
- **Employability and Enterprise Skills**
- **Career Management**

| Awareness | Developing/Applying | Mastering |
|---|--|---|
| <p>Awareness of Managing Change: To have a basic awareness of managing change. Begin to understand change is a part of life that can have negative and positive impacts. Identify and recognise the need to accept change and be able to request support when needed to manage change effectively.</p> | <p>Developing Skills in Managing Change: Beginning to develop and actively apply their skills to manage change. Demonstrate and practise accepting change to develop strategies when facing more challenging impacts. Exhibit resilience and flexibility during challenging times and maintain a positive outlook. Engage in self-reflection to build capacity for managing change effectively.</p> | <p>Mastery of Managing Change: To demonstrate skills in anticipating, accepting, and adapting to various types of change. Exhibit resilience to maintain a positive outlook during challenging situations and events. Participate in learning experiences to hone skills to manage change effectively and inspire others to do the same.</p> |

Rationale:

Learning to manage change promotes self-confidence and self-efficacy. As young individuals face and conquer challenges, they develop a deeper belief in their own abilities, enhancing their overall well-being and personal fulfilment. Mastering the skill of managing change equips young people with a lifelong toolset to thrive in an ever-changing world. By embracing change, adapting to new circumstances, and proactively seeking growth opportunities, they can shape their own futures, pursue their goals with resilience, and make meaningful contributions to society. The Growth Mindset is based on the belief in change, and it can be achieved by changing the internal monologue from judging to growth orientated.

Sources:

<https://www.cipd.org/uk/knowledge/factsheets/change-management-factsheet/>

FUTURE SKILLS COMPETENCY FRAMEWORK

Stress Tolerance

The ability to identify personal thresholds at which an individual can effectively manage their own personal limits when facing challenging and stressful situations.

Developed within strands:

- **Personal Skills and Character Development**
- **Employability and Enterprise Skills**
- **Career Management**

| Awareness | Developing/Applying | Mastering |
|---|--|---|
| <p>Awareness of Stress Tolerance: To have a basic awareness of stress tolerance and an understanding that people have different thresholds for managing challenging and stressful situations. Begin to recognise the importance of identifying personal limits and acknowledge when they are experiencing stress. Begin to discuss and practise strategies for managing stress to begin to increase their stress tolerance skills.</p> | <p>Developing Stress Tolerance Skills: To have a deeper understanding of personal stress tolerance level. Identify situations and challenges which increase stress. Access and use resources with support, to practise and demonstrate mindfulness techniques, time management skills, and self-care practices, to increase their ability to manage stress. Demonstrate and apply skills to reduce stress levels.</p> | <p>Mastery of Stress Tolerance: To demonstrate effective skills and strategies to manage their own stress levels in challenging situations. Exhibit resilience and adaptability when faced with stressors, using a range of coping mechanisms that work best for them. Refine stress tolerance skills and encourage their peers with role modelling.</p> |

Rationale:

This skill is vital for enhancing personal and professional performance. Stressful situations often require individuals to think critically, make sound decisions, and take appropriate actions. By developing stress tolerance skills, individuals can remain composed and focused during challenging circumstances, allowing them to perform optimally and achieve their goals. Stress tolerance contributes to the development of resilience. Teaching and learning stress tolerance is crucial to equip individuals with valuable life skills. The ability to manage stress is not innate; it can be learned and strengthened through various techniques and strategies. By incorporating stress tolerance education into curricula and personal development programs, individuals can gain practical tools and coping mechanisms to navigate stressors throughout their lives. These skills are valuable not only in managing stress but also in various aspects of personal and professional life.

Sources:

www.coaching-online.org/what-is-stress-tolerance/

FUTURE SKILLS COMPETENCY FRAMEWORK

Innovation and Digital

Problem-Solving and Critical Thinking: The ability to analyse complex problems, think critically, and produce innovative solutions.

Developed within strands:

- **Employability and Enterprise Skills**
- **Career Management**

| Awareness | Developing/Applying | Mastering |
|--|--|--|
| <p>Awareness of Problem-Solving and Critical Thinking: To have an awareness of problem-solving and critical thinking. Begin to understand the importance of analysing problems and the need for more than one solution. Begin to recognise the value of thinking critically and applying logical reasoning to address challenges.</p> | <p>Developing Problem-Solving and Critical Thinking Skills: Beginning to develop and actively apply their problem-solving and critical-thinking skills, engaging in activities that involve analysing problems from multiple perspectives. Develop the skills to think critically, ask questions, evaluate information, and consider alternative solutions.</p> | <p>Mastery of Problem-Solving and Critical Thinking: To demonstrate a good level of understanding of problem-solving and critical thinking. Be able to analyse complex problems, demonstrate skills in breaking them down and identify causes. Demonstrate how to think critically, evaluate information, and make well-informed decisions using logical reasoning and creativity. Show resilience in the face of challenges.</p> |

Rationale:

These skills encompass the ability to analyse information, evaluate multiple perspectives, and develop innovative solutions. It also involves applying logical reasoning, creativity, and a systematic approach to address problems in various contexts. Critical thinkers possess the capacity to question, consider, and identify patterns and connections. Problem-solving skills involve the ability to identify issues, evaluate options, and make sound decisions. As technology continues to advance and complex challenges emerge, individuals with strong problem-solving and critical-thinking skills will be in high demand. Cultivating these skills equips individuals with the ability to approach challenges with a fresh perspective, propose solutions, and adapt to different situations whilst ensuring they remain relevant and in context.

Sources:

The Future Skills: Trends and Insights from the UK’s Largest Employers report by City & Guilds (2022). The World Economic Forum’s “The Future of Jobs Report 2018”.

FUTURE SKILLS COMPETENCY FRAMEWORK

Digital Literacy

As technology continues to be embedded into our lives, the ability to navigate and use digital tools and platforms is becoming increasingly important. In the digital age, being technologically savvy and adaptable is crucial.

Developed within strands:

- **Personal Skills and Character Development**
- **Employability and Enterprise Skills**
- **Career Management**

| Awareness | Developing/Applying | Mastering |
|---|---|--|
| <p>Awareness of Digital Literacy: To have an awareness of the importance of technology in their lives and a recognition of the need to navigate and use digital tools and platforms. A basic awareness of digital literacy and the functionality of commonly used digital devices.</p> | <p>Developing Digital Literacy Skills: Beginning to demonstrate and actively apply digital literacy skills by navigating various software applications, exploring digital resources, and effectively searching for information online. Increased responsible digital behaviour, including understanding online privacy and practising digital etiquette.</p> | <p>Mastery of Digital Literacy: Exhibit skills using a wide range of digital tools, platforms, and software applications. Demonstrate online privacy and digital etiquette. Be proactive in keeping up to date with emerging technologies and possess the ability to adapt quickly to new digital environments.</p> |

Rationale:

This skill encompasses a broad understanding of digital tools, platforms, and technologies. It involves the ability to learn and adapt to new technologies quickly, stay updated with digital trends, and leverage technology to enhance productivity, efficiency, and decision-making. Digital literacy encompasses the aptitude to understand, evaluate, and apply information using digital formats. Individuals who possess digital literacy will be better equipped to navigate the digital transformation sweeping across many industries.

Sources:

Digital Skills for the UK Economy report by TechUK (2022).

State of Computer Science Education report by the British Computer Society (BCS, 2022).

The Cyber Security Skills Landscape in the UK report by the Department for Digital, Culture, Media & Sport (DCMS, 2022).

The World Economic Forum's "Future of Jobs Report 2020".

FUTURE SKILLS COMPETENCY FRAMEWORK

Technological adaptability

The use of digital tools and platforms is becoming increasingly important in our lives and the workplace. The rise of automation and artificial intelligence necessitates the ability to continually adapt to new technologies.

Developed within strands:

- **Personal Skills and Character Development**
- **Employability and Enterprise Skills**

| Awareness | Developing/Applying | Mastering |
|--|--|---|
| <p>Awareness of Technological Adaptability: To have an awareness of the impact of automation and artificial intelligence on the workforce. Limited knowledge of specific tools or platforms and an awareness of the importance of technological adaptability.</p> | <p>Developing Technological Adaptability: To develop and apply their technological adaptability skills by familiarising themselves with various digital tools and platforms. Actively engage with new technologies, exploring their functionalities and capabilities. Demonstrate a willingness to explore emerging technologies and adapt their skills to meet evolving technological demands.</p> | <p>Mastery of Technological Adaptability: Exhibit confidence and agility to navigate through changing technological landscapes, accessing and utilising technology to enhance their transition into work and adapt to the future challenges and opportunities in the digital world. Demonstrate the ability to keep abreast of the latest trends and developments.</p> |

Rationale:

This skill highlights the need for flexibility and adaptability as advancements increase and set the challenge for people to be able to transfer those learned skills and adapt as the digital world changes. Therefore, being technologically adaptable is crucial for staying relevant in a world where technology continues to reshape the job market.

Sources:

Understanding current and future skills needs – Skills and Productivity Board May 2022.