



Program: Teaching

Generic Employability Skills

- **Communication Skills**
 - understand and speak the language of the trade/occupation
 - listen, read, write and speak effectively in work settings
- **Technical Skills**
 - use technology, tools and information systems effectively
 - access and apply skills required in specific fields
- **Thinking Skills**
 - solve problems and make appropriate decisions
 - understand and solve problems involving mathematics and/or logic
- **Personal Management Skills**
 - display:
 - confidence and self-esteem
 - honesty, integrity and personal ethics
 - positive attitude toward learning and personal health
 - initiative, energy and persistence to get the job done
 - creativity and flexibility
 - accountability for actions taken
 - recognition of and respect for diversity and individual differences
- **Teamwork Skills**
 - respect the thoughts and opinions of others in the group
 - use "give and take" to achieve group results
- **Computer Skills**
 - keyboard efficiency
 - perform tasks requiring knowledge of specific software package (name software)
 - perform complex data or text entry requiring in-depth knowledge of a software package
 - performs tasks using Internet
- **Languages Spoken/Written Fluently**

Program Specific Skills

- Understanding of child development
- Ability to lead groups
- Organizational skills
- Knowledge of discipline styles
- Cooperative learning
- Story telling
- Puppets in story telling
- Lesson planning
- C.P.R. - Heart Saver
- First Aid - Emergency
- Craft building abilities
- Creating bulletin boards
- Evaluating & assessing student progress
- Customers with disabilities
- American sign language
- Ability to work with children in an educational setting
- Child development theories
- Techniques for observing children
- Assessment tools
- Classroom management
- Discipline techniques and strategies
- Motivational techniques
- Understanding of individual differences
- Understanding students with special needs
- Ability to self analyse