

# The Eight EEQs

The **eight Essential Employability Qualities (EEQs)** ensure a learner's preparedness for educational attainment, greater economic mobility, and prosperity - regardless of industry or discipline.

## 1 Effective Communication

- Expressing ideas and information accurately, coherently, and appropriately, both verbally and in writing
- Utilizing listening and observation skills
- Creating presentations and materials specific to the needs of the target audience
- Engaging others from diverse backgrounds, cultures, and experiences

## 2 Teamwork

- Engaging with teams and working effectively in collaboration with others
- Identifying and employing the talents of others to develop solutions
- Contributing one's individual skills and providing constructive feedback
- Willingness to modify one's own perspectives, resolve conflicts, and support a collaborative team decision once it has been made

## 3 Critical Analysis

- Analyzing, synthesizing, evaluating, and validating information
- Analyzing information to solve complex problems
- Engaging in rational, skeptical, and unbiased analysis or evaluation of factual evidence

## 4 Problem Solving

- Accurately defining the problem
- Examining and integrating new ideas, perspectives, strategies, and tools to develop solutions
- Generating new and creative ideas and improvements
- Making judgments to defend opinions and make decisions

## 5 Learning & Adaptability

- Exploring, learning, and applying new roles, perspectives, approaches, tools, and strategies
- Approaching new or unfamiliar work and uncertainty with agility and openness
- Considering strengths and areas for improvement, per feedback from supervisors and one's own self-reflection of strengths and weaknesses
- Seeking out and engaging in formal and informal professional learning opportunities on a continuing basis

## 6 Professionalism & Responsibility

- Practicing ethical and professional behavior
- Carrying out responsibilities, establishing priorities, and managing time
- Interacting appropriately with others

## 7 Motivation & Initiative

- Independently assessing situations and initiating necessary actions and behaviors
- Identifying risks and opportunities
- Displaying goal-oriented behavior
- Pursuing professional opportunities and advancement

## 8 Digital Literacy

- Possessing the ability to use various digital platforms and applications aligned to job functions
- Displaying the ability to use digital platforms and applications to find, evaluate, create, and communicate information
- Responsibly using digital platforms and applications for their intended use and protection of private information