

Gateways
for Youth

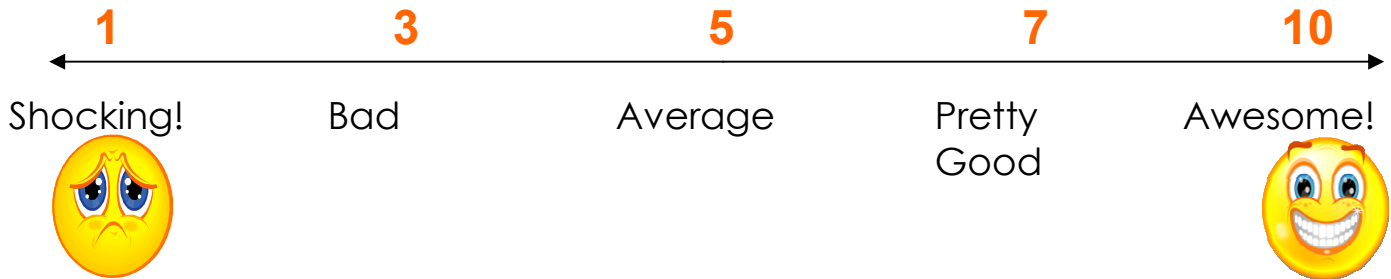
Steps for my Employment Success: Activity Booklet

Name: _____

School: _____



Using an 'x' to mark the scale, rate your current overall employability for the job you want:



Now, on a scale of 1 - 10 rate how happy you are with your individual employability skills:



Communication: _____

Team Work : _____

Problem Solving: _____

Initiative: _____

Organisation: _____

Self-management: _____

Learning: _____

Which areas are you happiest with? _____

Which areas would you like to improve on? _____

How is your performance at the moment, realistically?

How would you like your performance to be, ideally?



What areas do you need to focus on in order to improve your employability?

How will improving these areas increase your employability?



Personal Performance Assessment

I am LOYAL:



I am HONEST:



I show ENTHUSIASM:



I have good PERSONAL PRESENTATION:



I am RELIABLE:



Personal Performance Assessment

I am MOTIVATED:



I show ADAPTABILITY:



I have POSITIVE SELF-ESTEEM:



I am COMMITTED:



I use COMMON SENSE:



Personal Performance Assessment

I show a SENSE OF HUMOUR:



I have BALANCED ATTITUDES:



I have the ability to DEAL WITH PRESSURE:



Which of these personal attributes are you happiest with? _____

Which of these do you want to improve on? _____



You need to weigh up the **COSTS and **BENEFITS** of making an effort to improve.**



What will the **BENEFITS be if you do improve? _____**



Is it worth your **EFFORT?**



0-----1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Not at all

Maybe

Very

Extremely

What factors could **BLOCK you from improving your employability? _____**



