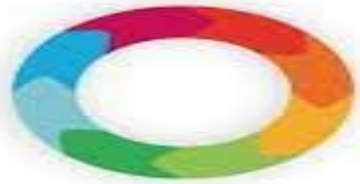


# KS3 Careers



**Skills Builder**  
PARTNERSHIP





# KS3 Careers



**Listen to others without interrupting**

**Listen to others and remember short instructions**

**Listen to others and ask questions if they don't understand**

**Listen to others and can tell someone else what it's about**

**Listen to others and can tell why they are communicating with them**



**Learners speak clearly to someone they know**

**Learners speak clearly to small groups of people they know**

**Learners speak clearly to individuals and small groups they do not know**

**Learners speak effectively by making points in a logical order**

**Learners speak effectively by thinking about what their listeners already know**



**Learners complete tasks by following instructions**

**Learners complete tasks by finding someone to help if they need them**

**complete tasks by explaining problems to someone for advice**

**Learners complete tasks by finding information they need themselves**

**Learners explore problems by creating different possible solutions**



**Learners imagine different situations**

**Learners can imagine different situations and say what they can imagine**

**imagine different situations and can bring them to life in different ways**

**Learners generate ideas when they've been given a clear brief**

**Learners generate ideas to improve something**

# KS3 Careers



**Listen to others and record important information as they do**

**Show they are listening by how they use eye contact and body language**

**Show they are listening by using open questions to deepen understanding**

**Show they are listening by summarising or rephrasing what they have heard**



**Learners speak effectively by using appropriate language**

**Speak effectively by using appropriate tone, expression and gesture**

**Speak engagingly by using facts and examples to support their points**

**Learners speak engagingly using visual aids to support their points**

**Speak engagingly by using tone, expression and gesture to engage listeners**



**Explore problems by thinking about the pros and cons of possible solutions**

**Explore complex problems by identifying when there are not simple technical solutions**

**Explore complex problems by building their understanding through research**

**Learners explore complex problems by analysing the causes and effects**



**Learners generate different ideas by combining different concepts**

**Learners use creativity in the context of work**

**Learners use creativity in the context of their wider lives**

**Learners develop ideas by using mind mapping**

**Learners develop ideas by asking themselves questions**

**Learners develop ideas by considering different perspectives**

# KS3 Careers



Learners can tell when they feel positive or negative

Learners can tell when others feel positive or negative

Learners keep trying when something goes wrong

Learners keep trying and stay calm when something goes wrong

Learners keep trying when something goes wrong and think about what happened



Learners know when they are finding something too difficult

Learners know what doing well looks like for them

Learners work with care and attention to detail

Learners work with pride when they are being successful

Learners work with a positive approach to new challenges



Learners know how they are feeling about something

Learners know how to explain their feelings about something to their team

Learners know how to recognise others' feelings about something

Learners manage dividing up tasks between others in a fair way

Learners manage time and share resources to support completing tasks



Learners work with others in a positive way

Learners work well with others by behaving appropriately

Learners work well with others by being on time and reliable

Work well with others by taking responsibility for completing their tasks

Learners work well with others by supporting them if they can do so

# KS3 Careers



Learners keep trying when something goes wrong and cheer others up

keep trying when something goes wrong and encourage others too

Learners look for opportunities in difficult situations

Look for opportunities in difficult situations, and share these with others

Look for opportunities in difficult situations, and adapt plans to use these opportunities

Look for opportunities in difficult situations, and create new plans to use these opportunities



Learners set goals for themselves

Learners set goals informed by an understanding of what is needed

Learners set goals, ordering and prioritising tasks to achieve them

Learners set goals and secure the right resources to achieve them

Learners set goals and plan to involve others in the best way



Learners manage group discussions to reach shared decisions

Learners manage disagreements to reach shared solutions



Work well with others, understanding and respecting diversity of others' cultures, beliefs and backgrounds

Learners contribute to group decision making

Contribute to group decision making, recognising the value of others' ideas

Learners contribute to group decision making, encouraging others to contribute

