

NEW MEXICO 4-H

Aggie Next Step

My Skills



Post Secondary Pathways



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INTRODUCTION

Understanding the difference between transferable (soft) and technical (hard) skills is a critical part of becoming career-ready. This lesson helps participants recognize skills they already possess and identify areas of growth. Recognizing both soft and hard skills now sets the foundation for future success.

SET UP

Review lesson materials and determine which worksheets and handouts you will use for the lesson. Print enough pre/post assessments, worksheets, and handouts for each participant.

ACTIVITY

1. Have participants complete the **Pre-assessment**.
2. Open the discussion by saying: *Today, we're going to explore transferable (soft) and technical (hard) skills.*
3. Ask guiding questions to spark conversation:
Q: What are skills? What skills do you already have?
Q: Who can explain the difference between transferable (soft) skills and technical (hard) skills?
*(*Note: Hard skills are specific knowledge and abilities required for success in a job. Soft skills characterize your relationships with other people or are about how you approach life and work.)*
4. Explain: *Understanding your skills helps you in school, work, and everyday life, and shows employers what you can contribute.*
5. Distribute **Hard Skills vs. Soft Skills** and **Technical vs. Transferable Skills List** handouts and discuss the traits listed. Explain why both types of skills matter in different settings.
7. Distribute and introduce the **Skills Assessment Inventory**. Participants will identify skills they enjoy, excel at, or want to improve. Encourage reflection: *Think about how these skills influence your daily life and future opportunities.*
8. Give students time to complete the inventory and reflection pages.

Supplies

- Worksheets
- Handouts
- Pens/Pencils

OUTCOMES

Students will be able to:

- **Differentiate** between soft (transferable) and hard (technical) skills.
- **Apply** awareness of personal skills to future goals and career paths.
- **Identify** strengths and areas for growth.
- **Reflect** on results to build skills that matter for school, work, and life.



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9. Once the inventories are complete. Use this time to discuss:

- How character strengths reflect what we and others value in ourselves.
- How our challenges offer us opportunities to grow and increase our impact.

10. Wrap up the session by having students discuss this question with a partner: *How will you apply what you've learned about your skills to your everyday life?*

11. *Exit Ticket* – depending on time, this can be done as a class discussion, or students can complete the worksheet in class, as homework, or the following class.

12. Have participants complete *Post-assessment*.

WRAP UP

Identifying your strengths and areas for growth in both transferable and technical skills empowers you to be more confident and adaptable to any career path. Recognizing and developing these skills now prepares you for success in school, internships, and your future career.



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RESOURCES

NM Standards:

NM PED Standards: Career and Technical Education (CTE):

CTE 1.1.2: Demonstrate knowledge and skills in language arts required to pursue the full range of postsecondary education and career opportunities

CTE 2.1.9: Listen to and speak with diverse individuals to enhance communication skills

CTE 9.1.1: Identify and demonstrate the use of positive work behaviors and personal qualities needed to be employable

Common Career Technical Core (CCTC) Standards: Career Ready Practices (CRP):

CRP-10: Plan education and career path aligned to personal goals

Optional ELA Alignment (Grades 6-12):

SL1: Participate in a range of conversations

Video Resources:

Transferable Skills

<https://www.youtube.com/watch?v=6bp79C5VkZI>

Lesson 1: The 4 Skills

https://www.youtube.com/watch?v=Xl1aJ_35f4Q

Stand Out with Your Hard and Soft Skills (Here's How!)

<https://www.youtube.com/watch?v=m2WMYtsueFU>

Identifying Transferable Skills

<https://www.youtube.com/watch?v=QwzGD-g-tvQ>

What Are Soft Skills?

<https://www.youtube.com/watch?v=Tiy2LONr050>