

Employability Skills Rubric

		Participation	Work Completion	Behavior	Working with Others
IOWA CORE 21ST CENTURY SKILL STANDARDS		<i>Adapts to and carries out various roles and responsibilities and works flexibly in a climate of change.</i>	<i>Demonstrates productivity and accountability by meeting high expectations.</i>	<i>Demonstrates integrity and ethical behavior; demonstrates initiative and self-direction and uses individual talents and skills for productive outcomes.</i>	<i>Communicates and works productively with others, incorporating different perspectives and cross cultural understanding, to increase innovation and the quality of work; exhibits social responsibility while collaborating to achieve common goals.</i>
LEADER LEVEL <i>Demonstrates personal commitment and mastery, and encourages others by work and deed to do the same.</i>	4	Arrives on time with materials. Participation reflects intensity and persistence. Advances the goals of the class through personal contributions and by assisting others.	Organization, goal setting and time management are exemplary and serve as models to assist others. Work is completed on time and reflects standards of quality and dedication to strive for excellence.	Demonstrates a well-formed sense of what is right and makes personal choices to try to do the right thing. Follows through on commitments. Respects others and shows courtesy. Sets an example of self-control across situations. Chooses appropriate conduct so classroom rules and procedures are not an issue. Encourages the development of these qualities in others.	Demonstrates effective teamwork across groups and purposes. Shows initiative and capability to organize and lead a group toward stated goals, but does his/her part in actual group tasks. Is respected by others and encourages their teamwork and participation. Shows sensitivity and takes perspectives of others seriously. Can help resolve most conflicts. Exhibits high level of competence in all identified group skills.
PARTICIPANT LEVEL <i>Carries out responsibilities in an adequate way but does not take on a leadership role.</i>	3	Arrives on time with materials. Participation in individual, whole group and small group activities meets classroom expectations.	Demonstrates adequate organization and time management. Work is completed on time and meets all requirements.	Accepts responsibility for personal choices and mistakes. Respects others. Displays adequate self-direction toward productive outcomes and follows all classroom rules and procedures.	Demonstrates adequate teamwork and willingness to work with others. Assumes a fair share of responsibility for group tasks. Rarely shows leadership to organize or take responsibility for completion of group tasks. Exhibits adequate group maintenance and interpersonal skills.
	2	With some noteworthy exceptions, participation meets classroom expectations.	With some noteworthy exceptions, work is completed on time and meets requirements.	With some noteworthy exceptions, demonstrates adequate personal behavior choices to follow classroom rules and procedures.	Contributes to completion of a group task. With some noteworthy exceptions, exhibits adequate group and interpersonal skills.
DETRACTOR LEVEL <i>Does not meet the standards personally, and detracts from others meeting the standards.</i>	1	With considerable help or prodding, participation meets minimal classroom expectations.	With considerable help or prodding, work is on time and meets minimal requirements.	With considerable help or prodding, conduct follows classroom rules and procedures.	With considerable help or prodding, exhibits group and interpersonal skills that have been identified.
	0	Even with considerable help or prodding, participation does not meet classroom expectations.	Even with frequent help or prodding, the student does not hand in work on time or meet requirements.	Even with frequent help or prodding, conduct does not follow classroom rules and procedures.	Even with frequent help or prodding, does not exhibit group maintenance and interpersonal skills that have been identified.