T-Profile
what it is and how to use it

TEE UP THE SKILLS

Overview

The T-Profile is a visual construct that represents the optimal combination of 21st century skills and technical skills for the specified job.

Building a Skill Profile with the T

1. Print your job title and name of your organization

2. Starting at the top of the T, shade in the high-level 21st century skills most essential to succeed in the role you are hiring for, and shade them in
   (using the job description can be helpful here)

3. For the 21st century skills that you shaded in, look below at the sub-competencies within the skill. Rank order the sub-competencies on a scale of 1-4. 1 being the most critical

4. Fill out the stem of the T with the technical skills required, as dependent on whether the position is intended for an entry, mid, or senior level applicant

5. Does this skill profile accurately describe the entry level role in your job description? Tell us in the MadLib below!

What are 21st Century Skills?

The Lab defines 21st century skills as the non-technical, transferable skills that are needed for someone to thrive in today's workforce. After three years of research and development, the Lab has identified eight of these skills, along with their sub-competencies, most valued by employers. These eight skills are reflected in the top of the T and align to the Lab's badges.

T-Profile
identify *your* skill profile

○ student   ○ employer

.... your position   .... your company

Initiative		Creative Problem Solving		Collaboration		Intercultural Fluency	
lead without title	act as a catalyst	identify patterns	manage ambiguity	focus on solutions	listen actively	curiosity	challenge biases
self-awareness	learn from experience	iteration	convergent / divergent thinking	diverse perspectives	strengthen relationships	self-awareness	diverse perspectives
Resilience		**Critical Thinking**		**Oral Communication**		**Empathy**	
exhibit flexibility	focus on solutions	identify patterns	draw conclusions	listen actively	clarity/ precision	listen actively	recognize needs
self-awareness	learn from experience	question assumptions	gather relevant info	storytelling	adopt tone/word choice	validate others' feelings	diverse perspectives

Technical Skills

Senior Level

Mid Level

Entry Level — Adobe Creative Suite / Color theory

Education Design Lab / #TeeUpTheSkills

Is this tool useful to you?

A MadLib for feedback!

Through filling out the T-Profile, I've learned .... ,

.... , and ....

That being said, I wish the T showed / included ....

To get this outcome, the T needs to ....

T-Profile
identify the skill profile *needed*

21st Century Skills

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Start at the skill level!
Identify the skills you find most important and then work through the individual sub-competencies, rating them 1-4.

Technical Skills

Senior Level	
Mid Level	
Entry Level	