



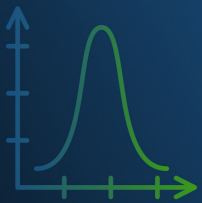
STEM Careers
Coalition™

GRADES
9-12



Companion Guide

PROFESSIONAL IDENTITY MODULE





PROFESSIONAL IDENTITY MODULE

1. WHAT CAN YOU EXPECT IN THE PROFESSIONAL IDENTIFY MODULE?

“Building Your Professional Identity” is an e-learning module that will focus on strategies students can use to consider what makes them unique, and how their education, work, and life experiences help develop skills, work behaviors, and values. Students will explore how professional identity strongly influences how we see ourselves and can lead us towards purposeful and fulfilling work.

This e-learning module will help inspire and motivate your students to consider and use their professional identity now and throughout the rest of their professional careers.

Module Objectives: At the end of the module, the student should be able to:

- Explain the importance of professional identity
- Identify transferable skills
- Consider their online persona
- Describe how their transferable skills and online persona contribute to their professional identity

Module Overview

Module Section	Key Points
Introduction	<ul style="list-style-type: none"> • The definition of professional identity. • The impact of professional identity in the college and career search process.
What Are Transferable Skills?	<ul style="list-style-type: none"> • Transferable skills can be taken from one situation to another. • How to identify transferable skills. • Improving and developing transferable skills.
What Is An Online Persona?	<ul style="list-style-type: none"> • An online persona can impact future opportunities with employers and colleges. • How to audit and manage your online persona.
Your Professional Identity	<ul style="list-style-type: none"> • Transferable skills and your online persona are part of what makes you unique and part of what makes up your professional identity. • Actionable steps to take control of your current professional identity.
Summary & Resources	<ul style="list-style-type: none"> • Review of learning objectives and additional resources

2. POST-MODULE ACTIVITIES

Transferable Skills and Online Persona Audit:

Have students use the Transferable Skills and Online Persona Audit in pages X-X of this companion guide, to give students the opportunity to audit and document their professional identity.

Role Play

After conducting the audit, pair students in small groups to conduct the role-play below.

Role-play a job interview 10 years in the future in which you showcase transferable skills which are still essential in the job market of the future.

Optional Discussion Questions:

- What skills are you proud of and which skills do you want to work on?
- How often should you conduct an online persona audit?
- If a college or future employer looked you up online, would they be pleased with what they find about you? Why or why not

3. REFERENCES

- 2020. What is Career Readiness? Retrieved from: <https://www.nacweb.org/career-readiness/competencies/career-readiness-defined>.
- Rogers, S. A. (2020). Curation of Your Online Persona Through Self-Care and Responsible Citizenship.
- 2018. Lesson Plan: Transferable Skills. Retrieved from: <https://www.apa.org/ed/precollege/topss/teaching-resources/transferable-skills>.
- Slay & Smith. (2010): Professional Identity Construction: Using Narrative to Understand the Negotiation of Professional and Stigmatized Cultural Identities.
- 021. High School Resume Tips and Examples. Retrieved from: <https://www.indeed.com/career-advice/resumes-cover-letters/high-school-resume-tips>.

TRANSFERABLE SKILLS CHECKLIST

TAKEAWAY ACTIVITY

Instructions: rate your transferable skills using the rating scale below.

- **OK:** I have little to no experience
- **Good:** I have some experience
- **Great:** I have considerable experience

Rate Yourself	OK	Good	Great
Communication	✓	✓	✓
<ul style="list-style-type: none"> • Write to inform and persuade. • Listen to understand. • Articulate thoughts and ideas to others. • Maintain audience awareness and adjust accordingly. 	_____ _____ _____ _____	_____ _____ _____ _____	_____ _____ _____ _____
Critical Thinking			
<ul style="list-style-type: none"> • Identify important information. • Use data to make an informed decision. • Develop and test solutions to problems. • Create original or innovative ideas. 	_____ _____ _____ _____	_____ _____ _____ _____	_____ _____ _____ _____
Leadership			
<ul style="list-style-type: none"> • Motivate others to do their best. • Make efficient decisions. • Recognize the strengths of others. • Work towards a common goal. 	_____ _____ _____ _____	_____ _____ _____ _____	_____ _____ _____ _____
Professionalism			
<ul style="list-style-type: none"> • Manage time and workload. • Demonstrate integrity and ethical behavior. • Treat others with respect and work well with others. • Maintain a professional appearance. 	_____ _____ _____ _____	_____ _____ _____ _____	_____ _____ _____ _____
Teamwork			
<ul style="list-style-type: none"> • Collaborate with others toward a common goal. • Value input and ability of others. • Focus on the greater good. • Manage conflict to reach consensus or a solution. 	_____ _____ _____ _____	_____ _____ _____ _____	_____ _____ _____ _____
Technology			
<ul style="list-style-type: none"> • Use technology to complete work and assignments. • Adapt to new technology. • Leverage technology to achieve goals more effectively. • Use technology ethically. 	_____ _____ _____ _____	_____ _____ _____ _____	_____ _____ _____ _____

ONLINE PERSONA AUDIT

TAKEAWAY ACTIVITY

Instructions: Use the grid below to audit your online persona. Document where you have a social media profile and check each account for any images, post, comments, or interactions that may impact your professional identity in a negative way.

Social Media Account or Website	Professional email associated w this account? (Yes/No)	Professional username? (Yes/No)	Professional profile photo? (Yes/No)	Professional images? (Yes/No)	Positive posts/ comments? (Yes/No)	Notes
<i>Ex: Facebook</i>	<i>No</i>	<i>Yes</i>	<i>No</i>	<i>Yes</i>	<i>Yes</i>	<i>Change email and profile photo</i>