

Work capabilities

Work capabilities are the skills, knowledge and understandings students need to be ready for future learning, work and life. They are the transferable skills that enable young people to successfully engage with, navigate and advance in life and work.

To have capability is to be able to integrate skills and knowledge as required. Young people who develop a growth mindset and understand that they can develop their capabilities will adapt more easily to the rapidly changing world of work.

Cognitive and metacognitive

Creativity

To benefit from new markets, new products, new technologies and new ways of working, industry will need future workers to be creative. They may need to respond to unforeseen situations, think differently, develop novel solutions or generate innovation in the workplace.

Critical thinking

All industries need people who can engage in analysis to make informed decisions. Critical thinkers possess many in-demand skills, including the ability to reflect on an idea or workplace problem, evaluate information, apply reason and logically connect ideas.

Foundational literacies -

Literacy, numeracy and digital literacy

Literacy, numeracy and digital literacy are essential underpinning skills that enable the workplace to function, improve and expand. As workplaces become radically transformed by increased automation and digitalisation, industry will depend on workers with strong foundational literacies to upskill and develop their capabilities.

Problem solving

Industry relies on people who can respond constructively to difficult or unexpected situations and complex business challenges by assessing the situation, evaluating options and implementing effective solutions.

Personal and social

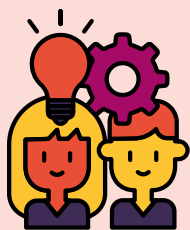
Cultural responsiveness

Cultural responsiveness is the ability to understand, interact and communicate effectively and sensitively with people from a cultural background that is different to one's own. It is characterised by respect for culture, ongoing self-reflection, expansion of knowledge and commitment to improving practices and relationships. Workers who are culturally responsive understand, acknowledge and celebrate the diversity and richness of Aboriginal and Torres Strait Islander histories and cultures.

Ethical integrity

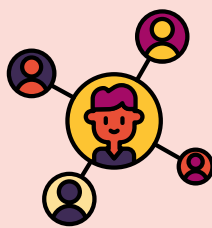
Integrity in the workplace comes in many forms, but all industries value honest, dependable, respectful people who can balance different points of view. As technology and artificial intelligence advances, businesses will increasingly require workers to pose ethical questions and make ethical decisions as responsible citizens.

Work capabilities



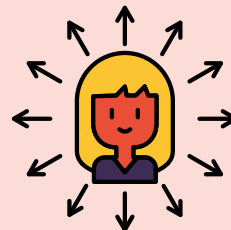
Cognitive and metacognitive

- Creativity
- Critical thinking
- Foundational literacies (Literacy, numeracy, digital literacy)
- Problem solving



Personal and social

- Cultural responsiveness
- Ethical integrity
- Interpersonal skills and communication
- Teamwork and collaboration



Transitional

- Adaptability and resilience
- Initiative
- Planning and organisation

Lifelong learning

Adapted from *New Vision for Education* (World Economic Forum, 2015), *OECD Learning Compass 2030* (2019) and *Defining the skills citizens will need in the future world of work* (McKinsey & Company, 2021)

Interpersonal skills and communication

People with strong interpersonal skills are vitally important in increasingly global workplaces as they build good relationships and can work well with others. Their ability to communicate effectively helps prevent workplace problems from occurring, and resolves issues quickly, which improves engagement and productivity.

Teamwork and collaboration

The ability to collaborate with colleagues, including those from diverse groups and with opposing viewpoints, helps organisations to improve efficiency and achieve common goals.

Transferable skills that enable young people to successfully engage with, navigate and advance in life and work.

Transitional

Adaptability and resilience

In modern workplaces, characterised by constant change and unexpected challenges, success relies on an individual's capacity to cope and even thrive when faced with stress. Workers will increasingly be required to adjust to suit changes in the workplace, acquire new skills and adapt in the face of adversity.

Initiative

Workers who show initiative demonstrate they can think for themselves and take action when necessary. They complete tasks without being asked, solve workplace problems that others may not have noticed, and go out of their way to continue learning and growing.

Planning and organisation

All members of the workplace need to manage themselves and their workload, and develop specific goals and plans to prioritise, organise and complete work tasks on time. Workers who can contribute to strategic planning, and successfully implement short and long term plans, are highly valued across all industries.