

Learning Outcomes

Develop key competencies for learning outcomes and/or marketable skills to be included in the position description.

Student employment at Texas A&M University should be more than just a pay check for students. It should be an extension of a student's education and development and prepare students for the professional workforce. Every supervisor of student employees also serves as an educator with the opportunity to provide students the skills they will need to be successful in their future careers. Through student employment, students acquire skills that, no matter the type of position, can be used in their full time employment beyond graduation. Including specific learning outcomes and/or marketable skills in position descriptions, and incorporating them in to performance management, ensures students think critically about what they are learning.

Please use the chart on the next page as a reference:

LEARNING OUTCOMES CHART

Learning Outcome	Description	Action Verbs	Examples that can be used to incorporate into Position Description
Oral/Written Communication	Articulate thoughts and ideas clearly and effectively in written and oral forms to persons inside and outside of the organization. The individual has public speaking skills; is able to express ideas to others; and can write/edit memos, letters and complex technical reports clearly and effectively.	Articulate, Communicate, Define, Demonstrate, Discuss, Explain, Listen, Translate, Write	<ol style="list-style-type: none"> 1. Articulate thoughts clearly and effectively in written and oral form 2. Demonstrate a mastery of public speaking skills 3. Write and/or edit business communication materials 4. Communicate effectively in a professional setting 5. Listen actively and critically
Teamwork/Collaboration	Build collaborative relationships with colleagues and customers representing diverse cultures, races, ages, genders, religions, lifestyles and viewpoints. The individual is able to work within a team structure, and can negotiate and manage conflict.	Consider, Participate, Work	<ol style="list-style-type: none"> 1. Participate effectively in teams 2. Consider different points of view 3. Work with others to support a shared purpose or goal
Digital Technology	Leverage existing digital technologies ethically and efficiently to solve problems, complete tasks, and accomplish goals. The individual demonstrates effective adaptability to new and emerging technologies.	Adapt, Analyze, Maintain Research, Show	<ol style="list-style-type: none"> 1. Show proficiency in current technologies 2. Maintain and manage a variety of different tools and resources 3. Adapt to emerging technologies
Leadership	Leverage the strengths of others to achieve common goals, and use interpersonal skills to coach and develop others. The individual is able to assess and manage his/her emotions and those of others; use empathetic skills to guide and motivate; and organize, prioritize, and delegate work.	Articulate, Demonstrate, Exhibit, Delegate, Demonstrate, Guide, Plan, Prioritize, Organize, Use	<ol style="list-style-type: none"> 1. Use interpersonal skills to coach and develop others 2. Demonstrate the ability to organize, prioritize, and delegate work 3. Demonstrate intellectual curiosity 4. Plan, organize, and prioritize work
Professionalism/Work Ethic	Demonstrate personal accountability and effective work habits, e.g., punctuality, working productively with others, and time workload management, and understand the impact of non-verbal communication on professional work image. The individual demonstrates integrity and ethical behavior, acts responsibly with the interests of the larger community in mind and is able to learn from his/her mistakes.	Recognize, Acknowledge, Accept, Demonstrate	<ol style="list-style-type: none"> 1. Recognize an ethical dilemma and apply rational decision-making in order to address it 2. Acknowledge and address the consequences of one's own actions 3. Accept and learn from criticism
Career Management	Identify and articulate one's skills, strengths, knowledge, and experiences relevant to the position desired and career goals, and identify areas necessary for professional growth. The individual is able to navigate and explore job options, understands and can take the steps necessary to pursue opportunities, and understands how to self-advocate for opportunities in the workplace.	Identify, Articulate, Formulate	<ol style="list-style-type: none"> 1. Identify professional development opportunities that will enhance professional growth 2. Identify the relevance of the skills they are gaining 3. Formulate a plan of personal goals for continued professional growth 4. Articulate how the skills they are gaining are transferable
Global/Intercultural Fluency	Value, respect, and learn from diverse cultures, races, ages, genders, sexual orientations, and religions. The individual demonstrates, openness, inclusiveness, sensitivity, and the ability to interact respectfully with all people and understand individuals' differences.	Interpret, Translate, Articulate, Consider	<ol style="list-style-type: none"> 1. Demonstrate ability to interact respectfully with all people 2. Understand and demonstrate sensitivities to individuals' differences 3. Articulate the value of a diverse and global perspective