



EXPERIENTIAL LEARNING SKILL SET

In order to optimize your experiential learning (EL) experience, we offer a number of skills development opportunities to help you navigate through the EL activity, prior to starting, while you are undertaking it, and once you have completed it:

PRE-EL EXPERIENCE:

Before you begin your EL experience, we offer a number of opportunities to prepare you for your journey.

IN-PROCESS EL EXPERIENCE:

As you go through your EL experience, you will need to assess your learning and reflect on the process and outcomes.

POST-EL EXPERIENCE:

As a follow-up to your EL experience, you will learn how to understand and articulate your learning experience.

Many of these skills are offered by your program. However, the Student Success Centre (SSC), FutureReady program and Career and Planning Services (CAPS) are happy to offer many of these skill-building activities to all students enrolled in an EL activity, not only to prepare you for your EL experience, but also in preparation for your eventual career. We strongly encourage you to contact your program director to help you select an EL skill set most appropriate for your activity, whether it's an internship, a field school, or a co-curricular activity. And remember to record your acquired skills in your co-curricular record!

Below is a list of the most important skills required in each stage, as identified by a large team of experts across the University. You can build your EL Skill Set in order to make the most out of your EL experience, but also to better prepare yourself for your career path.



WORKSHOP TOPIC	PRE-EL REQUIREMENTS	IN-PROCESS EL EXPERIENCE	POST-EL EXPERIENCE
Public speaking (Three-part series)	Communication Active Listening Empathy Global and cultural awareness Self-awareness	Communication Active listening Public speaking Social Perceptiveness Self-Awareness	Self-Awareness Reflection: Articulation of skills and knowledge gained
Storytelling	Communication	Communication Social Perceptiveness Preparation, Time and Resources Management Judgment and decision-making	Self-Awareness Reflection: Articulation of skills and knowledge gained
Negotiation	Communication Active Listening Empathy Global & Cultural Awareness Self-Awareness Conflict resolution	Communication skills Listening skills Public speaking Social Perceptiveness Global & Cultural Awareness Self-Awareness Conflict resolution	Self-Awareness Reflection: Articulation of skills and knowledge gained
Digital Storytelling	Communication	Communication Leadership & collaboration Creativity Coordination Public Speaking Preparation, Time and Resources and Financial Management Judgment and decision-making	Self-Awareness Reflection: Articulation of skills and knowledge gained
Personal Branding	Communication skills Listening skills	Communication Leadership & collaboration Creativity Coordination Public Speaking Preparation, Time and Resources and Financial Management Judgment and decision-making	Self-Awareness Reflection: Articulation of skills and knowledge gained
Professional Communication	Communication Active Listening Empathy Conflict Resolution Self-Awareness Judgment and decision-making	Communication Collaboration Social Perceptiveness Self-Awareness Judgment and decision-making Active Listening	Self-Awareness Reflection: Articulation of skills and knowledge gained
Pitching	Communication Active Listening Judgment and decision-making	Communication skills Listening skills Public speaking Social Perceptiveness Negotiation Creativity	Self-Awareness Reflection: Articulation of skills and knowledge gained

FUTUREREADY (PILOT) – LEADERSHIP & COLLABORATION MODULE

(Please visit www.concordia.ca/futureready for more details)

WORKSHOP TOPIC	PRE-EL REQUIREMENTS	IN-PROCESS EL EXPERIENCE	POST-EL EXPERIENCE
Coaching Skills	Communication Active Listening Empathy Global and cultural awareness Self-awareness	Communication Active listening Public speaking Social Perceptiveness Self-Awareness	Self-Awareness Reflection: Articulation of skills and knowledge gained
Professional Expertise	Communication Active Listening	Communication Social Perceptiveness Preparation, Time and Resources Management Judgment and decision-making	Self-Awareness Reflection: Articulation of skills and knowledge gained
Team Dynamics	Communication Active Listening Empathy Global & Cultural Awareness Self-Awareness Conflict resolution	Communication skills Listening skills Public speaking Social Perceptiveness Global & Cultural Awareness Self-Awareness Conflict resolution	Self-Awareness Reflection: Articulation of skills and knowledge gained
Event Planning	Communication Time Management Coordination Teamwork Initiative & self-direction Judgment and decision-making	Communication Leadership & collaboration Creativity Coordination Public Speaking Preparation, Time and Resources and Financial Management Judgment and decision-making	Self-Awareness Reflection: Articulation of skills and knowledge gained
Project Management	Communication Time Management Coordination Teamwork Initiative & self-direction Judgment and decision-making	Communication Leadership & collaboration Creativity Coordination Public Speaking Preparation, Time and Resources and Financial Management Judgment and decision-making	Self-Awareness Reflection: Articulation of skills and knowledge gained

CAREER RELATED SKILLS DEVELOPMENT

(Please visit www.concordia.ca/students/success/career-planning-services/workshops.html for more details)

ACTIVITY	PRE-EL REQUIREMENTS	IN-PROCESS EL EXPERIENCE	POST-EL EXPERIENCE
Workshops		Attention to detail, note-taking, communication skills, listening skills, job search and career knowledge & skillsets	Knowledge in application of Career and Job Search concepts, greater self-confidence
Job Search Advising		Communication, Interpersonal Skills, Effective Job Search Strategies, Managing Uncertainty	Knowledge of how to look for work, greater self-confidence, sense of professional direction, ability to take self-directed action related to employment
Career Counselling		Self-Awareness, Managing Uncertainty, Goal Setting, MBTI Personality Type, Interests, Self-Expression, Career Planning	How to align education, career and life goals with personality and personal interests, greater self-confidence, sense of professional direction, ability to take self-directed action related to education and career decisions
Events (Career Fairs, Company Information Sessions, Career Panels)		Networking, Communication, Self-Marketing, Research	Advanced self-marketing and networking skills
Student Career Advising (Working at CAPS helping other students)	Intermediate communication and interpersonal skills, writing skills in English (French is an asset), Teamwork & Collaboration	Develop interpersonal skills, communication skills, editing skills, attention to detail, self-marketing skills (through helping students market themselves), professional teamwork skills knowledge of how to integrate within an office work environment	Transfer or skills learned in-process to professional work environment in student's field of interest