



BUILD Your Future Spark Skills & Success Toolkit



Collaboration – to work in a team to achieve a common goal.

Students will be able to:

- Define Collaboration and explain its value.
- Identify the strengths each member brings to a group.
- Set collective goals and identify the tasks necessary to accomplish them.
- Delegate work equitably and hold each other accountable.
- Resolve conflict as it arises.
- Give and receive feedback in a productive way.



Communication – to express and clarify ideas orally and in writing.

Students will be able to:

- Define Communication and explain its value.
- Identify their target audience and adjust language and tone accordingly.
- Demonstrate effective oral presentation skills through—
 - Posture
 - Eye contact
 - Voice: volume, tone & pitch
 - Gestures
 - Professional attire & demeanor
- Employ draft and revision strategies to improve the quality of written work.
- Utilize active listening strategies such as asking questions, tracking the speaker and giving non-verbal cues.



Grit – to demonstrate perseverance and passion for short and long term goals.

Students will be able to:

- Define Grit and explain its value.
- Identify examples of how they and others have displayed grit.
- Identify short and long term goals and the action steps necessary to accomplish them.
- Anticipate potential obstacles and apply strategies to overcome them.
- Demonstrate a growth mindset and see setbacks as an opportunity to learn and grow.



Innovation – to think creatively and take positive risks to develop new ideas or improve on existing ideas.

Students will be able to:

- Define Innovation and explain its value.
- Approach challenges and goals with creative, out-of-the-box solutions.
- Use idea-generating strategies to produce inventive and original ideas.
- Use a variety of strategies to assess risks associated with new ideas.
- Take positive risks to try new things and share ideas.
- Refine and improve ideas based on experience.



Problem Solving – to define and analyze problems; identify and execute solutions; and evaluate and improve based on experience.

Students will be able to:

- Define Problem Solving and explain its value.
- Identify problems and their roots causes.
- Generate possible solutions and anticipate potential outcomes.
- Select and execute solution(s) based on analysis.
- Assess outcomes and develop improved solutions based on experience.



Self-Management – to act in their own best interest by regulating emotions and identifying their strengths, weaknesses and growth.

Students will be able to:

- Define Self-Management and explain its value.
- Identify emotions, emotional triggers, external stressors, needs, and motivations.
- Differentiate between responding and reacting to emotions and apply strategies in order to “respond” instead of “react”.
- Reflect on past behavior, identifying progress, strengths, internal obstacles and areas for growth.
- Utilize reflections to self-advocate and plan for the future.