

**DMCHS EXTRACURRICULAR PARTICIPATION**  
**STUDENT EMPLOYABILITY SKILLS EVALUATION**

Research has shown that students who participate in extracurriculars develop strong employability skills through team work, leadership, time management, competition, handling pressure, regular communication with others, management, responsibility, and commitment.

For extracurricular participation to be counted as meeting the Employability Skills requirement for the Graduation Pathway Plan, the student must be **Meanfully Engaged** in the activity not just participating in the activity. The student must own the experience, which can be demonstrated through planning, organizing, implementing, participating and evaluating the activities, goals, practices, and events of his or her activity.

STUDENT NAME: \_\_\_\_\_ GRADE LEVEL: \_\_\_\_\_  
EXTRACURRICULAR ACTIVITY: \_\_\_\_\_  
POSITION/ROLE: \_\_\_\_\_  
NAME OF COACH/SPONSOR: \_\_\_\_\_  
PARTICIPATION START DATE: \_\_\_\_\_ PARTICIPATION END DATE: \_\_\_\_\_

**RATING SCALE:**

1 =	Improvement Needed: A strategy need to be developed for the student to improve this skill
2 =	Developing: Student is learning to address challenges related to this skill and aware of next steps needed to improve
3 =	Proficient: Consistently demonstrates this skill; show initiative to learn about, enhance or apply this skill
4 =	Advanced: Exceeds expectations; works with high level of independence; shows initiative to apply and extend this skill

The Employability Skills rubric that follows is based on Indiana's Employability Skills Benchmarks. The Coach/Sponsor will evaluate the student athlete's employability skills learned and demonstrated through the student's engagement in the above activity.

PARTICIPATION RATING					RATING
Rate the student's level (percentage) of engagement in attending all meetings, service projects, practice sessions, competitions, or other related events.					
MINDSETS AND SELF-MANAGEMENT SKILLS					SKILLS RATING
SKILL COMPONENT	SKILL ATTRIBUTES: Examples of qualities and habits that the student might exhibit include. . .				
SELF CONFIDENCE	* Understands own identity * Possesses a belief in own ability to contribute and succeed				
CULTURAL COMPETENCE	* Interacts effectively with diverse populations * Recognizes and values different perspectives * Seeks to understand and demonstrates respect for other cultures and ideals				
SHOWS INITIATIVE AND SELF-DIRECTION	* Sets personal goals and priorities * Demonstrates self-motivation * Encourages/seeks feedback from others about ways to improve and uses feedback for improvement * Engages in self-reflection to improve performance				
WORK ETHIC AND PROFESSIONALISM	* Models behaviors that demonstrate self-discipline, reliability, and dependability * Follows through on commitments * Takes responsibility for actions and understands consequences of actions * Manages time effectively * Punctual and maintains regular attendance * Maintains appropriate hygiene and dresses appropriately				
STRESS MANAGEMENT	* Demonstrates effective coping skills when faced with a problem * Performs under pressure and achieves goals * Demonstrates endurance and follow-through when faced with obstacles				
Section Total					

LEARNING STRATEGIES		SKILLS RATING
SKILL COMPONENT	SKILL ATTRIBUTES: Examples of qualities and habits that the student might exhibit include. . .	
PLANNING AND MANAGEMENT	<ul style="list-style-type: none"> <li>* Collaboratively develops a vision or mission for the group.</li> <li>* Works with group to define realistic goals that are specific, measurable, achievable, rewarding, and timely.</li> <li>* Helps the group develop plans and prioritize tasks/activities to accomplish goals</li> <li>* Involved with monitoring progress and modifying actions if necessary</li> <li>* Exhibits good organizational skills</li> </ul>	
CRITICAL THINKING AND PROBLEM SOLVING SKILLS	<ul style="list-style-type: none"> <li>* Looks at patterns, issues, and different components to identify the causes of a problem</li> <li>* Gathers, organizes, analyzes, and communicates information to make informed decisions</li> <li>* Demonstrates originality and inventiveness in developing solutions--Thinks "outside of the box"</li> <li>* Generates ideas using techniques like "brainstorming"</li> <li>* Makes informed decisions based on options, rewards, risks, limits, and goals</li> </ul>	
Section Total		
SOCIAL SKILLS AND WORKPLACE SKILLS		SKILLS RATING
SKILL COMPONENT	SKILL ATTRIBUTES: Examples of qualities and habits that the student might exhibit include. . .	
COMMUNICATION SKILLS	<ul style="list-style-type: none"> <li>* Demonstrates effective listening skills such as "active listening"</li> <li>* Asks appropriate questions for clarity and understanding</li> <li>* Articulates thoughts and ideas using oral, written, and nonverbal communication skills</li> <li>* Organizes messages/information in a logical and helpful manner</li> <li>* Uses respectful communication techniques</li> </ul>	
TEAMWORK	<ul style="list-style-type: none"> <li>* Inspires, engages, and motivates others to be part of a team</li> <li>* Communicates a clear vision and brings people together around a common mission/goal</li> <li>* Works effectively with multiple points of view</li> <li>* Helps team members identify their strengths and utilize their skills</li> <li>* Has concern for the task at hand and the people involved</li> <li>* Is able to manage conflict among team members</li> </ul>	
LEADERSHIP	<ul style="list-style-type: none"> <li>* Works effectively as a team leader or team member with people of diverse backgrounds and abilities</li> <li>* Respects the opinions of others</li> <li>* Shares information and responsibility for collaborative work</li> </ul>	
PERSONAL SAFETY	<ul style="list-style-type: none"> <li>* Demonstrates personal safety and follows safety guidelines and policies</li> <li>* Follows group and school established policies, procedures, rules, and guidelines</li> </ul>	
Section Total		
TOTAL EMPLOYABILITY SKILLS RATING		

Maximum score of 48 for this rubric.

***Student must achieve a rating of 30 or higher to have demonstrated Employability Skills through meaningful participation in extracurricular participation.***

Select One:

\_\_\_\_\_ I do NOT recommend that the above named DMCHS student athlete be awarded completion status in meeting Indiana's Employability Skills Benchmarks based on my above evaluation and through regular interactions in working with this student.

\_\_\_\_\_ I recommend that the above named DMCHS student athlete be awarded completion status in meeting Indiana's Employability Skills Benchmarks based on my above evaluation and through regular interactions in working with this student.

Coach/Sponsor Signature: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Additional comments or information may be entered below. (Optional)

THANK YOU FOR HELPING OUR DMCHS STUDENT WORK TOWARDS THEIR ACADEMIC AND EMPLOYMENT SUCCESS.

Please turn in this form to the Guidance office at DMCHS: srodriquez@dmcsemail.org , drop it off to the front office or mail it to 611 15th St. SW, DeMotte, IN 46310