

TIP SHEET – Essential Employability Outcomes

What are the Essential Employability Skills?

As defined by the Association of Canadian Community Colleges and Human Resources Development Canada Committee (2003), Essential Employability Skills (EES) are “skills that, regardless of a student’s program or discipline, are critical for success in the workplace, in day-to-day living, and for lifelong learning.”

Essential Employability Skills (EES) are a set of 11 learning outcomes.

The EES represent a set of skills that must be **reliably demonstrated** by the end of each program.

What is our responsibility?

To ensure that all 11 Essential Employability Skill Outcomes are fully taught and evaluated by the end of each program.*

How do I select the EES in my course outline?

- Determine which EES you teach and/or evaluate in your course(s).
- If you **evaluate** the EES, select this on your course outline.
- Altering the wording of the EES is not permitted, therefore you may only be partially evaluating the outcome.

What do I do if I see that an EES is listed but I don’t evaluate it?

- Do not remove in isolation
- Better to create additional evaluations to evaluate the skill listed
- If impossible, consult with the program team/coordinator/dean prior to changes

* EES are mandatory program level outcomes for all Ontario College Certificates, Diplomas, Advanced Diplomas, and Graduate Certificates and are recommended for **all** Durham College programs.

Reference: Ministry of Training, Colleges and Universities, “Appendix B: Essential Employability Skills,” *Framework for Programs of Instruction*. Issued April 1, 2003; revised April 1, 2005.