



## TEACHING SKILLS: WHAT CAN TEACHERS DO?

Those who can teach can also: sell, compute, write design, organize, market, advertise, run daycare centers, start community programs, set-up business task forces, and lead community projects.

Effective teachers have: organizational & administrative abilities, communication skills, leadership abilities, the ability to influence and motivate, high levels of creativity.

<https://teachingcommons.stanford.edu/resources/teaching/planning-your-approach/characteristics-effective-teachers>

Transferable skills and Teacher language: How do teaching skills/language transfer to other career areas? You need to revise your resume, networking, and interview skills to make them more appealing to other career areas. How do you go about accomplishing this task?

### Assessment of Teacher Skills:

**Teaching:** Training, coordinating, communicating, arbitrating, coaching, group facilitating, accessing the Internet, using computers.

**Making lesson plans:** Designing curricula, incorporating learning strategies, problem solving, creating visual aids.

**Assigning grades:** Evaluating, examining, assessing performance, interpreting test results, determining potential of individuals, monitoring progress.

**Writing proposals:** Assessing needs, identifying targets, setting priorities, designing evaluation models, identifying relevant information, making hypotheses, about unknown phenomena, designing a process, estimating costs of a project, researching funding sources.

**Advising a staff/school project:** Planning, promoting, fund-raising, group facilitating, handling detail work, meeting deadlines, assembling items of information into coherent whole, classifying information, coordinating, creating/dealing with pressure, delegating tasks, displaying ideas in artistic form, editing making layouts.

**Supervising interns:** Training, evaluating, mentoring, monitoring progress, diagnosing problem areas, inspiring, counseling, guiding, motivating.

**Interpreting diagnostic tests:** Screening, placing, identifying needs, diagnosing.

**Interacting with students, parents, and administration:** Confronting, resolving conflicts, establishing rapport, conveying warmth, caring, drawing people out, offering support, motivating, negotiating, persuading, handling complaints, mediating, organizing, questioning, troubleshooting.



**Chairing a committee or department:** Administering, anticipating needs or issues, arranging meetings, creating, and implementing committee structures, coordinating, delegating tasks, guiding activities of a team, having responsibility for meeting objectives of a department, negotiating, organizing, promoting.

**Teacher-Parent conferences:** Conducting one-on-one/small group conferences.

**Working under pressure and meeting deadlines:** Several times a day, five days a week, thirty-six weeks a year, a class full of students act out the message, "coming, ready or not," having the ability to step to the front of the classroom to carry out lesson plans. And having a contingency plan for backup just in case the AV equipment is not delivered on time.



## Transferable Skills for Teachers

Teaching	Training, coordinating, communicating, arbitrating, coaching, group facilitating.
Making lesson plans	Designing curricula, incorporating learning strategies, problem solving, developing rapport.
Assigning Grades	Evaluating, examining, assessing performance, interpreting test results, determining potential of individuals, monitoring progress.
Writing Proposals	Assessing needs, identifying targets, setting priorities, designing evaluation models, identifying relevant information, making hypotheses about unknown phenomena, designing a process, judging likely costs of a project, researching funding sources.
Advising the yearbook	Planning, promoting, fund-raising, group facilitating, handling detail work, meeting deadlines, assembling items of information, coordinating, creating, dealing with pressure, delegating tasks, displaying ideas in artistic form, editing, making layouts.
Supervising teacher interns	Training, evaluating mentoring monitoring progress, diagnosing problem areas, inspiring, counseling, guiding.
Interpreting diagnostic tests	Screening, placing, identifying needs, diagnosing.
Interacting with students, parents, and administration	Confronting, resolving conflicts, establishing rapport, conveying warmth, caring, drawing out people, offering support, motivating, negotiating, persuading, handling complaints, mediating, organizing, questioning, trouble shooting.
Chairing a department	Administering, anticipating needs or issues, arranging meetings, creating, and implementing committee structures, coordinating, delegating tasks, guiding activities of a team, having responsibility for meeting objectives of a department, negotiating, organizing, promoting.



## Alternative Careers for Teachers

*The career world is a kaleidoscope of possibilities!*

**Biology:** research, outdoor education, forest ranger, park technician, Naturalist, lab technician

**Chemistry:** chemist, lab technician, research, plastics industry, Petroleum/oil/gas/lubricant industry, polymers

**Physics:** research, aviation, electronics, engineering consultant

**Math:** statistician, actuary, computer programming, researcher

**Home Economics:** consumer relations, magazines, cookbook publishers, consumer education, retail manager, buyer

**Business Education:** business colleges, office manager, bank trainer, insurance agent, retail manager, buyer

**Physical Education:** sporting goods sales promotion, outdoor education, camps, clubs, youth director, athletic director, health clubs

**Foreign Language:** translator, import/export business, publishing, airlines, state department, CIA, Berlitz instructor, *TESOL*: <http://www.tesol.org/>

**English:** technical writing, book/magazine/newspaper publishing, writing, editing, advertising, public relations, grant writing, market research interviewer, reporter

**Social Studies:** counseling, customer service, claims representatives, account representative, auditor, insurance agent, personnel trainer, museum education

**Art:** jewelers, display artist, greeting card illustrator, travel agent, studio manager, art supplies sales, store manager, art gallery manager, art museum guide

**Elementary Education:** training, credit analyst, retail management, claims processor, customer service, financial planner, seasonal park technician, children's book writer/editor/publisher, daycare manager

**Special Education:** educational television writer/director/program coordinator, insurance underwriter, activity therapist

**Music:** sales, musician, caseworker, program coordinator, music therapist, private teacher, retail store manager, radio personality