

# OhioMeansJobs-Readiness Seal

## Frequently Asked Questions

### **When will the OhioMeansJobs-Readiness Seal be available?**

The Ohio Department of Education began distributing OhioMeansJobs Readiness Seal materials in December 2017. Students in the class of 2018 and beyond can earn the seal.

### **What is the purpose of the OhioMeansJobs-Readiness Seal?**

The OhioMeansJobs-Readiness Seal is a designation for high school students. Its purpose is to allow students to document professional skills that have value in the workplace and can contribute to success in higher education. To earn the seal, motivated high school students must demonstrate 15 particular professional skills required for success in the workplace. High schools can print the seal on students' transcripts and diplomas to show students are ready for work.

### **When can students begin earning the OhioMeansJobs-Readiness Seal?**

Students can begin earning the seal during high school.

### **Can students cite previous experience for skill validation?**

Yes, students can cite experiences they had at any point during their high school years. The experience must be validated by a mentor who supervised the student during that time.

### **Who validates the student demonstrated the professional skills?**

Mentors validate the student demonstrated the required professional skills. Mentors are experienced and trusted advisors who students have worked with in professional settings during high school. Students must choose three mentors to validate their demonstration of professional skills from at least two of the following environments – school, work or community.

### **Does the OhioMeansJobs-Readiness Seal count toward graduation?**

The OhioMeansJobs-Readiness Seal counts toward "[Additional Graduation Options – Option 1.](#)" This graduation option is available to all students in the class of 2018.

### **How many mentors must validate each skill?**

At least one mentor is required to validate each skill. However, a minimum of three mentors must be involved in the overall validation process and are required to sign the form.

### **In how many environments must a student display proficiency of a skill?**

Students must demonstrate all 15 skills to earn the OhioMeansJobs-Readiness Seal. A student is only required to document how he or she demonstrated each skill in one of three possible environments – school, work or community. But, the student cannot document all 15 skills in the same environment, for example, school. At least two environments must be reflected among the demonstrated skills.

### **Who at each school is responsible for managing the student process for the OhioMeansJobs-Readiness Seal?**

Local schools can implement the OhioMeansJobs-Readiness Seal in the ways that work best for them.

**Where does the seal go?**

Students can earn the OhioMeansJobs-Readiness Seal on their transcripts and diplomas. The Ohio Department of Education developed an OhioMeansJobs-Readiness Seal image file. The image file is compatible with each school's transcript management software. Schools also may place the seal on student diplomas ordered through Jostens.

**What is the value for students?**

Students who earn the seal demonstrate they are ready to work. The Ohio Department of Education is working with its partners to increase awareness among business and higher education communities about the value of the seal. Students who obtain the seal will be at a competitive advantage when applying for jobs or higher education.

**How were the professional skills identified?**

The Ohio Department of Education, Governor's Office of Workforce Transformation and Ohio Department of Higher Education identified an initial list of professional skills. State partners selected these skills based on reports by the National Association of Colleges and Employers, in partnership with The Conference Board, Partnership for 21<sup>st</sup> Century Skills, the Society for Human Resource Management and Corporate Voices for Working Families. To better meet the needs of Ohio businesses, state partners surveyed Ohio's business community to select the most "essential" or "important" skills for workplace success. Through the survey, 230 business leaders identified the 15 skills that students must demonstrate to earn the seal.

**What are the 15 professional skills students must demonstrate to earn the OhioMeansJobs-Readiness Seal?**

Students who earn the seal demonstrate the following characteristics and traits: a commitment to being drug free, reliability, a strong work ethic, punctuality, discipline, professionalism, learning agility, critical thinking and problem-solving, leadership, creativity and innovation, good oral and written communication skills, an understanding of digital technology, global and cultural fluency, and career management. You can find more information about these skills in the guidance [documents here](#).