



CAREER CONNECTED
LEARNING PHL

Positioning Philadelphia's Youth for Career Success

Youth Professional Development Principles | April 3, 2025



Jay Kamau
Education Specialist



Erica Hoskins
Education Specialist

Objectives

- **Identify** and explain core youth professional development principles and their role in career readiness.
- **Assess** youth skillsets and career interests to tailor professional development planning.
- **Apply** personalized goal-setting techniques to support structured youth development.
- **Implement** strategies that foster principles such as engagement, accountability, and long-term career success.

Foundations Inc. Your Capacity Building Partner



Build Capacity

Capacity Building and Support



Strengthen Skills

Professional Learning



Elevate Techniques

Resources

What is Capacity Building? The Toolbox

What you're able to do with what you have

- Human
- Organizational
- Technical
- Partnership

Growing what you're capable of doing

- Improving Skills
- Strengthening Systems
- Leveraging Resources
- Enhancing Partnerships

What Does Professional Development Mean for Youth?

- In **one word**, how would you define professional development for youth?
- Share **one skill** you wish you had learned earlier.

Job Skills

What skills do youth need to develop in today's workforce?

What are the **biggest barriers** young people face in professional development?

How Youth Professional Development Builds Success



Why Youth Professional Development Matters

Employer
Expectations

Youth
Preparedness

Communication



Teamwork



Problem Solving



Professionalism



Time Management



Professionalism



Meet Maya



Benefits for Youth



Why Youth Professional Development Matters

- **Provides youth with skills, confidence, and industry knowledge**
- **Breaks cycles of poverty by offering structured career coaching.**
- **Promotes financial independence and opens doors to long-term career success.**

Tips to Improve Youth Outcomes

- **Formalize mentor roles with clear expectations.**
- **Match mentors with intention based on career goals.**
- **Incorporate goal setting and regular check-ins to maintain focus.**

Understanding Youth Professional Development Principles



Career Awareness & Exploration



Communication & Interpersonal Skills



Problem Solving & Critical Thinking



Time Management & Personal Responsibility



Professionalism

Career Awareness & Exploration

Help youth **identify pathways** that align with their skills, interests, and values.

Providing youth with career exposure **empowers them to make informed decisions** about their future.



Career Awareness & Exploration



- ✓ Understand career options, industries and pathways
- ✓ Explore careers based on youth interests, values and skills
- ✓ Promote informed decision-making for future employment
- ✓ Use tools and resources to guide exploration
- ✓ Connect career awareness to goal setting

Communication & Interpersonal Skills

Strong interpersonal skills help youth navigate workplace relationships, handle feedback, and collaborate effectively with diverse teams.

Mastering communication prepares youth for networking, conflict resolution, and career advancement.



Communication & Interpersonal Skills

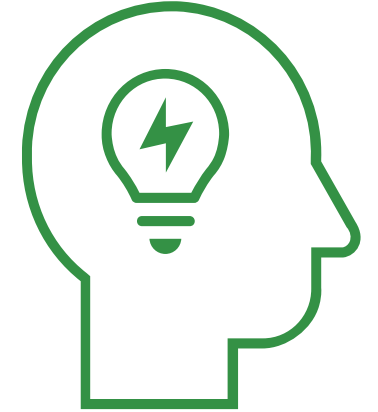


- ✓ The power of first impressions
- ✓ Active listening & clarity
- ✓ Navigating difficult conversations
- ✓ Adapting communication for different audiences
- ✓ Building professional relationships

Problem Solving & Critical Thinking

Problem-solving isn't about having all the answers, but **knowing how to ask the right questions** and evaluate solutions.

Critical thinking helps youth develop independence, **make informed decisions**, and avoid costly mistakes.

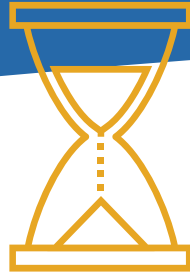


Problem Solving & Critical Thinking



- ✓ Seeing challenges as opportunities
- ✓ Breaking down complex issues
- ✓ Asking the right questions
- ✓ Decision-making under pressure
- ✓ Workplace application of problem-solving

Time Management & Personal Responsibility

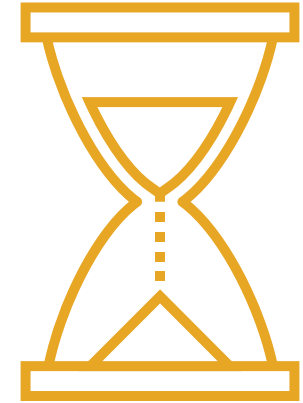


Youth who **master time management** and responsibility become reliable, accountable, and goal-oriented professionals.

Learning to **prioritize and stay organized** builds confidence, reduces stress, and sets youth up for long-term success.

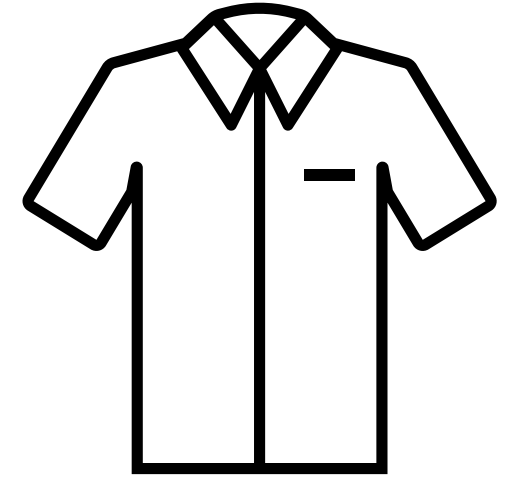
Time Management & Personal Responsibility

- ✓ Understanding prioritization
- ✓ Building time-blocking & scheduling habits
- ✓ Avoiding procrastination & distractions
- ✓ Developing accountability & ownership
- ✓ Applying time management in the workplace



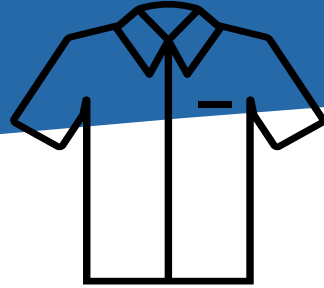
Etiquette & Professionalism

Workplace etiquette helps youth **navigate professional environments**, build credibility, and earn trust from colleagues and employers.



Mastering professionalism prepares youth for **career growth**, leadership opportunities, and long-term success.

Etiquette & Professionalism



- ✓ Understanding professionalism
- ✓ Workplace professionalism basics
- ✓ Dressing for success
- ✓ Digital & social media presence
- ✓ Building a reputation for reliability & integrity

Navigating Professionalism

18-year-old Amari is interning at a local marketing firm. He's creative and enthusiastic, but within the first few weeks, his supervisor notices some concerns. They often arrives late, checks his phone during meetings, and uses casual language with coworkers. His clothing isn't always professional, and he recently posted office photos on social media without permission.

Although his work is strong, these behaviors are raising questions about professionalism and readiness for the workplace.

A Career Exploration Dilemma

A 17-year-old participant in a service-learning project has been assigned to a community health organization but isn't sure this aligns with their career interests.

They've become disengaged during team meetings, unsure how their role connects to their future goals, and hesitant to speak up about their concerns. Recently, they were asked to lead a community presentation but turned it down, saying they didn't think they were the "right fit."

Research-Based Impact & Practical Application

- **Early exposure** to career skills significantly improves **long-term success**.
- **Set goals**, track progress, and develop the competencies needed **for the workforce**.
- Give youth a roadmap to **build confidence**, skills, and **career readiness**.

Professional Development Plans



Implementing Plans through Goal Setting

Helps youth visualize career goals and set structured steps for achievement.



Encourages accountability, self-reflection, and long-term career planning.

Implementing Plans through Goal Setting



Coaching Youth through Career Planning



- Build trust and rapport
- Guide reflection, not direction
- Encourage ownership of career plans
- Offer consistent feedback

Implementing PD Principles for Success



Use real-world scenarios to help youth create personalized plans

Align Professional Development Plans with career readiness principles



Implementing Professional Development

1. Select a Career Goal for a youth participant.
2. Work backward to identify key steps to achieve the goal.
3. Include:
 - **Required skills** and education/training
 - **Work-based learning** opportunities
 - Short-, mid- and long-term **strategies**
 - **Barriers** and strategies to overcome them
 - **Resources** available for success.

C2L-PHL Resource Library Reminder

Universal Support

- Virtual Training Sessions
- Tools and Templates
- Guides
- Podcasts and Other Media
- Collaboration and Engagement

Capacity Building Virtual PD Events

Thursday at 10am

Program Close-out
April 10, 2025

Register for the next PD Opportunity by visiting the Virtual PD Events page

Resource Library

Home

- Virtual PD Events
- Tools and Templates
- Guides
- Podcasts and Media
- Self-paced Learning
 - Explore
- JEVS Technical Assistance
 - Help Desk

REMINDER: JEVS Office Hours are Monday - Friday 12 - 6pm

Explore.Learn.Thrive.

Welcome to C2L - PHL Resource Library! Here's how to make the most of your journey:

Self-Paced Learning: Start with the Learning Modules tab to get onboard with C2L-PHL continuum and high-quality programming. Afterwards, you'll be ready to engage with our community through forums and discussions. Register for upcoming PD on our Virtual PD Events page. Connect with the youth workforce ecosystem to hear insights on the latest trends and best practices through our Podcasts and Media page.

Discover Resources: Dive into a wealth of knowledge curated for your success. Check out our Tools and Templates page for a comprehensive collection of resources you can use to enrich your youth workforce programming. Looking for something more? Check out our Explore tab to find external resources.

Questions?



Jay Kamau



Erica Hoskins

careerprograms@foundationsinc.org