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FAST FACTS

Workplace Readiness Training

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Workplace readiness training is one of five legally mandated pre-employment transition services (pre-ETS) listed in the Workforce Innovation and Opportunity Act (WIOA, 2014).

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Soft skills are important for gaining and maintaining employment. They are highly valued by employers and associated with increased workplace performance.

2

Workplace readiness refers to a core set of skills that are transferable across different job types and work situations.

6

A major reason that individuals with disabilities face higher rates of unemployment and under-employment is the lack of work-related soft skills.

3

Other names for workplace readiness skills are soft skills, job readiness skills, or employability skills.

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Individuals with disabilities may have difficulty acquiring soft skills due to challenges with social communication skills, executive functioning (e.g., organizational skills, self-regulation), mobility, problem solving, and critical thinking.

4

Some examples of soft skills include communication and interpersonal skills, financial literacy, integrity, networking, orientation and mobility, problem solving and critical thinking, professionalism, teamwork, and workplace safety.

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