SKILLS TO SUCCEED (S2S) PROGRAM

EMPLOYABILITY ASSESSMENT TOOL

What is the Employability Assessment Tool (EA Tool)?

Under Skills to Succeed (S2S), a global program supported by Accenture, Save the Children US assists at-risk adolescents and youth, ages 15–24, to acquire the skills and competencies they need to get a new or better decent job or build a business. The program works alongside young people, local NGOs, governments, and the private sector to design and deliver market-relevant skills training, networks and opportunities. In most countries, the program provides vocational, entrepreneurship, and employability skills training, career counselling, and mentoring, and works alongside partners to enhance the quality and reach of job placement services that link youth with opportunities to apply new skills and improve their prospects of securing safe and decent work.

In order to standardize the measurement of the acquisition of employability skills (also known as transferable life skills most associated with workforce success) and ensure measurement is done with an acceptable level of psychometric validity and reliability, the S2S program developed the Employability Assessment Tool (EA Tool). Data from this tool is used to assess the effectiveness of employability skills training among groups of youth in a particular context. The EA Tool was designed to measure changes in employability skills interventions in a low-cost and easy to administer way for both Save the Children staff and our partners.

What does the tool measure?

The tool measures the following six domains:

1. **Positive Self Concept**
   - Self-reflection & awareness
   - Self-confidence & esteem

2. **Self Control**
   - Time & stress management
   - Delayed gratification
   - Manage emotions

3. **Communication Skill**
   - Conflict resolution
   - Respect & empathy
   - Teamwork

4. **High Order Thinking Skill**
   - Verbal & non-verbal
   - Active listening
   - Being assertive

5. **Social Skill**
   - Goal setting
   - Problem-solving
   - Decision-making

6. **Job Search Skills**
   - Interviewing
   - Resume writing
   - Networking & market analysis
What does the tool look like and how is it administered?

The EA Tool contains 24 items, which are divided among the six domains (4 items per domain). The tool takes on average of 12-15 minutes to complete. Youth respond on how much they agree with each item. The tool can be administered in one of two ways. The first is a pre and post-test approach where youth answer the tool before they begin the training and again directly after the training has concluded. The second uses a retrospective pre-test approach where the tool is administered directly after training. Youth answer the tool based on where they think they were before the training and where they are after the training. Please see below for examples of items from each domain.

- I feel valued and appreciated by others.
- I go to work or school even when I feel like staying at home.
- I accept people who are different than me.
- I know how to articulate my own ideas clearly.
- I learn from my past successes and mistakes to make future decisions.
- I know how to prepare a resume.

Where is the tool being used and how can the tool be adapted to local contexts?

In order to use the tool, each S2S country office follows a rigorous local adaptation process (see diagram). The tool has been adapted for use with S2S youth in Bangladesh, Indonesia, Philippines, Mexico, Vietnam, Bolivia, Uganda, Italy and Ethiopia and is currently being adapted in China.

The S2S program can offer technical assistance to organizations and programs which seek to adapt the EA Tool to their own context/target groups.

Would you like to use EA Tool in your own program?

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