



Acceptance recognising the reality of a situation, and not attempting to change it or protest it

Accuracy the ability to be exact or precise

Adaptable able to adjust to new conditions

Advocacy the act of speaking on behalf of or in support of another person

Ambitious desire and determination to succeed

Analysis the process of examining something carefully to understand it or explain it

Articulate the ability to speak fluently and coherently

Assertive behaving confidently and feeling able to say what you want or believe

Attention to detail focus or concentrate on an action or thing

Brand awareness aware of a particular product or service

Brave having or showing mental or moral strength to face danger, fear, or difficulty

Budgeting calculating how much money must be earned or saved and planning how to spend it

Calm the ability to make someone or a situation more relaxed

Calm under pressure the ability to manage your emotions and remain calm in difficult situations

Can-do attitude showing a determination or willingness to take action and achieve results

Caring kind and giving emotional support to others

Challenge assumptions questioning things before making decisions/conclusions

Code switch the ability to alternate between languages or varieties of language

Coding the practice of writing computer programs

Collaboration working with someone to produce something

Commitment willingness to give your time and energy to something

Communication the ability to convey or share ideas and feelings effectively (Verbal, written and nonverbal)

Compassion showing someone kindness, care or sympathy

Competitive strong desire to be more successful than others

Comprehension the ability to understand something

Compromise the ability to reach an agreement with someone where there was a difference in opinion

Concentration the action or power of focusing your attention

Confidence feeling of self-assurance and appreciation of your own abilities or qualities

Conscientious putting a lot of effort into your work

Considerate being kind and helpful

Cooperative working with others towards a common purpose or benefit

Coordination the ability to use the different parts of your body together efficiently

Courage mental or moral strength to withstand danger, fear or difficulty

Creative thinking the ability to produce original and unusual ideas, or to make something new or imaginative

Critical thinking the ability to analyse information objectively and make a reasoned judgment

Cultural awareness having an understanding and respect of people from different countries or other backgrounds

Curiosity a strong desire to know or learn something

Customer service skills the ability to make a good impression with customers

Debating argue about a subject in a formal manner

Decision making the process of reaching decisions effectively

Dedication the willingness to give a lot of time and energy to something

Deductive skills reaching an answer or a decision by thinking carefully about the known facts

Dependable always acting consistently and sensibly

Designing draw or plan something with a specific purpose in mind

Determination not letting anything stop you achieve something

Diplomacy the skill of dealing with people without offending or upsetting them

Drive having energy and determination

Dynamic full of energy or new and exciting ideas

Emotional intelligence the ability to recognise, understand, and manage your own emotions, and sense the emotional needs of others

Empathy the ability to share another person's feelings and emotions as if they were your own

Empowering having qualities that help other people feel more confident about themselves and their lives

Encouraging giving people hope or confidence

Energy having strength and vitality for sustained physical or mental activity

Enquiring mind great interest in learning new things

Enterprising willing to try out new, unusual ways of doing or achieving something

Enthusiastic having or showing intense and eager enjoyment, interest, or approval

Entrepreneurial someone who makes money by starting their own business, especially when this involves seeing a new opportunity and taking risks

Environmental awareness understanding how behaviour impacts the environment and committing to make positive change to protect the planet

Essay writing the ability to write in depth about a particular subject

Ethical believing in things that are morally good or correct

Evaluation judging or calculating the quality, importance, amount, or value of something

Experimentative trying out new ways of doing things or ideas to find out what works best

Expression the act of saying what you think or showing how you feel using words or actions

Eye for detail attentive to things others might miss

Face challenges head on confronting a problem directly and openly

Fair treating someone in a way that is right or reasonable

Flexible able to change or be changed easily according to the situation

Focus act of concentrating interest or activity on something

Follow processes ability to follow a series of actions, instructions, or functions bringing about a result

Forecasting saying what you think or predict is going to happen in the future

Global awareness understanding of global and cultural perspectives with social, political, economic, cultural and environmental issues

Grammatical skills following the correct rules for a particular language

Graphical skills ability to understand and interpret graphs, charts and maps

Growth mindset having the belief that you can improve intelligence, ability and performance

Hand-eye coordination the ability to use muscles and vision in tandem

Helpful helping others in some way by giving support, advice or information

Honest telling the truth and not deceiving people

Hope having the will and determination that goals will be achieved

Imaginative good at thinking of new, original, and clever ideas

Improvisation arranging something without previous preparation

Inclusive including many different types of people and treating them all fairly and equally

Independent not influenced or controlled by other people, events, or things

Influential having an impact on or shaping how people act or how things occur

Initiative the ability to use your own judgment to make decisions without asking another person's advice

Innovative using new methods or ideas

Inquisitive wanting to discover as much as you can about things

Inspiring encouraging, or making people feel they want to do something

Integrity honest and firm in your moral principles

Interpreting understanding the meaning or significance of something

Intuitive able to know or understand something because of feeling rather than facts or proof

Investigation an active effort to find out something

Inventive good at thinking of new and original ideas

IT skills the skills needed to use the primary functions of ICT to retrieve, assess, store, produce, present and exchange information

Kinaesthetic having an awareness of the position and movement of parts of the body

Kind having a friendly and generous nature

Language skills having a good command of one or more languages

Linguistic skills being well versed in the grammar, structure, phonology, and semantics of one or more languages

Leadership the ability to lead or guide other individuals and teams

Listening giving attention to something or to a person who is speaking

Literacy skills the skills needed for reading and writing

Logical using reason to construct a logical argument

Love of learning being motivated to acquire new skills or knowledge

Loyal remaining firm in a friendship or support for a person or thing

Manual dexterity ability to use your hands to perform a difficult action skilfully and quickly so that it looks easy

Mapwork ability studying and analysing maps

Marketing ability to encourage people to buy a product or service

Mathematical modelling a process in which real-life situations and relations in these situations are expressed by using mathematics

Mediation intervention between conflicting parties to promote reconciliation, settlement, or compromise

Memory the ability to remember information, experiences, and people

Methodical doing something according to a systematic or established procedure

Mindfulness being mindful of what you are thinking and making a choice about where to focus your attention

Money management the process of budgeting and planning how to spend money

Motivating encouraging someone to have interest in or enthusiasm for something

Multitasking doing more than one thing at the same time

Musicianship the skill involved in performing music

Negotiation the process of discussing something with someone in order to reach an agreement with them

Networking process of meeting and talking to a lot of people to get information that can help you

Numeracy skills basic mathematical skills such as understanding and analysing numerical information and express ideas and situations using numerical or mathematical information

Observant Quick to notice or perceive things

Open minded willing to consider ideas and opinions that are new or different to your own

Organisation able to plan your activities and time efficiently

Passionate having or showing strong feelings or beliefs

Patience the ability to wait, or to continue doing something despite difficulties

Perceptive good at noticing or realising things, especially things that are not obvious

Performance being comfortable in the act of presenting a play, concert, or other form of entertainment

Perseverance continued effort and determination

Perspective the ability to think about a situation or problem in a reasonable way

Persuasive ability to influence a person's beliefs, attitudes, or behaviours

Physical fitness the ability to be physically active, to move and respond to the environment

Planning the process of deciding in detail how to do something before you actually start to do it

Positive attitude a person with a sunny, positive outlook on life

Positive role model a person whose behaviour or success can be emulated by others, especially by younger people

Practical ability to provide effective solutions to problems especially by the practical application of something rather than with theory and ideas

Presentation feeling comfortable speaking to a group of people

Prioritising arranging and doing things in order of importance

Proactive acting in a way that is intended to cause change, rather than just reacting to change

Problem solving the ability of find solutions to difficult or complex issues

Programming the process or skill of writing programs for computers

Productive producing or doing a lot for the amount of resources used

Professional connecting with trained and skilled people in a serious of manner

Project management organising and managing resources that are necessary to complete a project

Public speaking ability to give speeches to groups of people

Questioning showing an interest in learning new things

Realist accepting of situations as they really are

Reasoning thinking about something in a logical, sensible way

Recognise patterns ability to identify common themes to help make decisions

Record keeping organising and storing documents, files, and accounting

Reflective ability to reflect on your own actions and engage in a process of continuous learning

Reframing changing the way something is expressed so it can be considered from a different perspective or in a more positive light

Reliable can be trusted or believed

Research investigate systematically

Resilience capacity to recover quickly from difficulties

Resource allocation deciding where to allocate resources for the production of goods or services

Resourceful skilled at solving problems and making decisions on your own

Respectful showing politeness, honour, or admiration to someone or something

Responsible having good judgment and the ability to act correctly and make decisions on your own

Risk taker being willing to do things that involve danger or risk in order to achieve a goal

See the big picture see the entire perspective on a situation or issue

Self-advocacy the ability to represent your own views or interests

Self-awareness conscious knowledge of your own character and feelings

Self-care any activity that we do deliberately in order to take care of our mental, emotional, and physical health

Self-discipline ability to control your feelings and overcome weaknesses

Self-motivation able and willing to work without being told what to do

Self-presentation expressing yourself and behaving in a way to create a desired impression

Self-protection keeping yourself and identity safe from harm

Self-regulation the ability to monitor and manage your behaviour, emotions, and thoughts in the pursuit of long-term goals such as well-being

Self-starter starting a project on your own initiative, without needing to be told or encouraged to do so

Self-sufficient able to take care of yourself, to be happy, or to deal with problems, without help from other people

Sense of humour ability to perceive humour or appreciate a joke

Share ideas working together with others by discussing different view points and suggestions

Sociable friendly and enjoy talking to other people

Social action skills includes volunteering, giving money, community action or simple neighbourly acts

Social intelligence the ability to understand and interact with other people

Social responsibility a feeling of obligation towards the welfare and interests of the society

Spontaneous doing something in a natural way without any planning

Strategic systematic process of envisioning a desired future and planning a sequence of steps to achieve it

Stamina the ability to sustain prolonged physical or mental effort

Strong work ethic a belief in the moral value of work

Supportive providing encouragement or emotional help to others

Synthesis taking large quantities of information and processing it in such a way that it can be understood in brief but still retaining essential details

Team work the collaborative effort of a team to achieve a common goal in the most effective and efficient way

Technical ability specific talents and expertise to help you perform a certain task or job

Tenacity being very determined and seeing things through

Time management using the time that you have available in a useful and effective way

Thorough being detailed and careful

Translation conversion of something from one form into another

Trustworthy able to be relied on as honest or truthful

Tolerance willingness to accept behaviour and beliefs that are different from your own

Value diversity promoting and supporting differences between people and cultures

Vision ability to think about or plan the future with imagination or wisdom

Willing to embrace change accepting change as a positive development in your life

Willing to try new things being prepared to join in with or to try a new, difficult, or dangerous activity

Zest having enthusiasm and energy

3D Spatial Reasoning the capacity to think about objects in 3D and draw conclusions from limited information