

Technical sheet for mentors



5. ABILITIES COLLECTION

Mentorvention Phase	Dimension	Duration (mins)	Number of participants (min/max)
Foundation meeting	Self-awareness	20	2-5
Learning-2-Learn dimension elements	<ul style="list-style-type: none"> - Reflecting on past experiences - Evaluating own limitations - Understanding own motivations - Locating own interests - Evaluating own aspirations 		
Tags	Capabilities, Strengths, Self-reflection, Skills, Aspirations		

The aim of the activity

This activity shall help the mentees become aware of, and state their skills and abilities, in order to support their learning goals.

Moreover, it will aid the mentees in connecting their skills with abilities that are often sought after in the job market and/or with their current work tasks. This can also help make the job market look less daunting, where any mentee can find something that works with her skills and abilities.

Preparation

Print the activity tool
Prepare pens/pencils
Follow instructions in the application setting

Application

By completing this activity, the mentees will gain clarity and visualise their skills and abilities. They will be linking these to common skills sought after in the job market as well as with what they do in their current positions.

The mentees will be guided through the activity by the mentor.

- 1) Read the activity sheet, explain the activity, and answer any questions that should arise.
- 2) The mentees will write down what they can do and what they do in their current position (including past jobs), and everything they enjoy doing and are good at. The mentees should include everything that comes to mind.
- 3) In the next step, ask the mentees to circle the things they like the most and are very good at, from the list they have produced.

This exercise will help the mentees to reflect and evaluate the tasks in their current or past positions, studies and/or projects they have been part of and link it to what they like doing and what they see as their most prominent and best skills and abilities.



Direct link to the activity handout on the learning platform

<https://upsim.aidlearn.eu/en/>



Activity tool

ABILITIES

Describe your abilities in your own words

This exercise is about your current and/or past job assignments. Write down everything that you are able to do and anything that you do in your current position. Separate the details.

Include what you have done in past jobs as well. In which field(s) have you studied? Which subjects did you like and which subjects were you good at? Have you been involved in any association or society at any level? If so, what was required of you, and what demands did it put on your capacity? How did you handle these demands? Do you have any specific interests? What demands are being put on your abilities?

Write down as much as you can. Be as flashy as you want here. Don't rule anything out.

Separate if you for example are good at both writing and administering. Be very specific and concrete here and you might get four or five words more that describes your abilities.

Describe your abilities

Circle the things you like the most and are really good at. It is very likely that you are good at the things you like.

Examples of abilities and job assignments:

Negotiating, decision-making, guiding, informing, writing, creating trust, communicating, selling, motivating, cooking, analysing, problem solving, being empathic, creating results, budget making, having a birds view on a big process, seeing connections, improvising, technical skills (describe them), educating, training, maths, planning, organising, reaching out to people, handle animals, music, painting, inspiring, designing ...

