Transferable Skills

People use the term “transferable skills” to refer to skills that are valuable across many different work environments. Consider what you have learned from previous jobs that will help you going forward: what will help you “transfer” into new environments, even if they seem vastly different from anything you have done before? Here are a few examples to get you started.

- Communication skills including public speaking, knowledge of a foreign language, professional writing, and clinical documentation
- Academic skills such as research, proposal, and presentation development
- Leadership, managing, supervisory, and evaluation experience
- Experience in publishing, newsletter writing, and web page design
- Social networking, blogging, and social media savvy
- Mediation, conflict resolution, and negotiation skills
- Long term project development, coordination, and team building
- Community outreach, marketing, and public relations
- Volunteer recruitment and coordination

Knowledge Areas for Social Workers: Sample Descriptions

- Knowledge of clinical frameworks or treatment modalities including play therapy, solution focused therapy, brief therapy
- Knowledge of developmental theories, stages of grief and loss, child development theories
- Knowledge of public assistance programs including housing, SNAP program, Social Security, Medicaid, Medicare, Veteran's benefits, Section 504 process
- Knowledge of community resources, social services systems, funding streams