

Important Terms and Definitions

Values Clarification

“a systematic process of helping individuals become more aware of how values affect daily living, decision-making and career success”

Transferable Athletic Skills

“skills and abilities developed as a result of athletics competition that can be applied to non-athletic situations (e.g. personal challenges, academic challenges, relationships, employment, etc.)”

Functional Areas of Business

“the classifying of individuals on the basis of the function performed in the work place; grouping of activities or processes on the basis of need in accomplishing an organizational task; an alternative term for a business unit”

Mentoring

“a relationship building process designed to help an individual with insights, skills and behaviors needed to successfully master or accomplish a particular activity, objective or goal”

Interpersonal Skills

“refers to mental and communicative algorithms applied during social communications and interactions in order to reach certain effects or results...often refers to the measure of a person’s ability to operate within organizations through social communication and interactions...interpersonal skills are how people relate to one another”

Goal-Setting

“ideally involves establishing specific, measurable and time-targeted objectives... goal-setting theory suggests that it can serve as an effective tool for making progress by ensuring that participants have a clear awareness of what they must do to achieve an objective...on a personal level, the process of setting goals allows people to specify and then work towards their own objectives”