**Rationale**

The three domains included in comprehensive school counseling programs nationwide include academic, career, and personal/social development. The American School Counselor Association, or ASCA, defines career development as “standards guiding school counseling programs to help students 1) understand the connection between school and the world of work and 2) plan for and make a successful transition from school to postsecondary education and/or the world of work and from job to job across the lifespan” (ASCA, 2014, p.1). The American School Counselor Association (ASCA) sets national standards in school counseling and recently updated their student standards titled, “The ASCA Mindsets & Behaviors for Student Success: K-12 College- and Career Readiness for Every Student” which describes the knowledge, skills and attitudes students need to achieve academic success, college and career readiness and social/emotional development.

This Career Development Instructional Design address the ASCA mindsets of Self-confidence in ability to succeed, understanding that postsecondary education and life-long learning are necessary for long-term career success and fostering a positive attitude toward work and learning. This design also attends to ASCA behaviors of applying media and technology skills, identify long and short term career goals, actively engaging in coursework, gathering evidence and considering multiple perspectives to make informed decisions, and creating relationships with adults that support success.

A career development unit must be implemented to meet ASCA standards and meet students’ career development needs as part of a comprehensive school counseling program. The unit will address students’ needs through career exploration and experiential learning, academic planning, and personal career planning.

References

American School Counselor Association (2014). Mindsets and behaviors for student success: K-12 college- and career-readiness standards for every student. Alexandria, VA: Author.

**Unit Learner Outcomes**

**Career Exploration**

Students will create an Ohio Means Jobs career profile- *application*

Students will complete the Ohio Means Jobs career cluster inventory- *evaluation*

Students will be able to explain their career cluster inventory results in their own words- *comprehension*

Students will attend a career fair and rank their top 5 careers- *evaluation*

Students will connect with community members through discussion and interaction at the career fair -*analysis*

**Job Shadowing and Experiential Learning**

Students will select a professional to shadow for a day in a job they might enjoy based on information they learned through career exploration- *analysis*

Students will discuss and reflect on the experience individually and in a small group setting upon completion of the shadow experience- *analysis*

**Academic Planning**

Students will be prepared to schedule classes based on what classes might best fit their career goals- *application*

Students will plan ahead and begin to determine if college prep or career prep classes will best fit their post secondary career goals- *synthesis*

**Personal Career Planning**

Students will create personal resumes- *application*

Students will compare cover letters and write their own-*synthesis*

Students will completely and correctly fill out job applications- *applications*

**Pre-Assessment**

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**For the following statements, please circle the number that best represent you.**

1-strongly disagree, 2-disagree, 3-neutral, 4-agree, 5-strongly agree

I know what career I want to have after high school 1 2 3 4 5

I have thought about many career options 1 2 3 4 5

I know what careers I would be interested in 1 2 3 4 5

I know of careers other than those my parents and 1 2 3 4 5

family members have

I have shadowed or experienced the day in the life of 1 2 3 4 5

someone at their job

I have thought about my plans after high school 1 2 3 4 5

(attend college or enter the career field)

I have created a resume 1 2 3 4 5

I have written a cover letter 1 2 3 4 5

I have filled out a job application 1 2 3 4 5

**Please use the space provide to answer the following questions**

What is your current career goal?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What are your plans after high school?

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If those include college, have you thought about where you want to go? If yes, where?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What was the first thing you remember wanting to be when you grow up?

What is your favorite subject in school?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Lesson 1: Career Exploration- Ohio Means Jobs**

**Purpose**: Students will begin to explore careers and see what careers might match their interests

**Learning objectives:**

* Students will create an Ohio Means Jobs career profile- *application*
* Students will complete the Ohio Means Jobs career cluster inventory- *evaluation*
* Students will be able to explain their career cluster inventory results in their own words- *comprehension*

**Time required:**

Intro and creating a profile: 15 minutes

Career Cluster Inventory: 20 min

Think, Pair, Share: 10 minutes

**Materials needed:**

Computer for each student

**Procedures:**

Tasks with website steps to follow:

Students will create an Ohio Means Jobs career profile:

* Ohiomeansjobs.com
* Individuals-Get Started
* K-12 student
* Sign in, Register now

Students will complete the Ohio Means Jobs career cluster inventory

* Explore it
* Career Cluster Inventory
* Get Started

Students will be able to explain their career cluster inventory results in their own words

* Once students have completed their inventory have them print their inventory scores
* After scores are received, students will pair up and share their results with each other in their own words
* Students will also be given the chance to share their results with the entire class and ask questions as needed

All papers from this unit will be collected by the counselor then returned to the students after all unit lessons are completed to create a career unit folder/portfolio to be returned to students upon completion.

**Lesson 2: Career Exploration- Career Fair**

**Purpose**: Students will be given the opportunity to connect with professionals from around the community and learn about careers and local businesses

**Learning objectives:**

* Students will attend a career fair and rank their top 5 careers- *evaluation*
* Students will connect with community members through discussion and interaction at the career fair -*analysis*

**Time required:** 45 minutes

**Materials needed:**

Career Fair Info Sheet

**Procedures:**

Students will meet in their classrooms before heading to the fair

Give the directions for the Career Fair Info Sheet (5 minutes)

The entire class will go to the fair and leave the fair together, but at the fair students are free to explore as they choose (43 minutes)

Collect student Career info Sheets (2 mintes)

Career fair can be held in the gymnasium, library, or other space appropriate for your school and the amount of community members presenting/sharing.

Presenters will be provided a table. They will be encouraged to bring examples of their work, posters, pictures, materials, giveaways, or other relevant materials.

**Career Fair Info Sheet**

**Sample Questions to ask today:**

What is your job title?

What made you decide on this career?

When you were my age, what did you want to be?

What does your typical day look like?

What education or training does your job require?

What is your favorite part of your job? Least favorite?

**In the box, list all the careers or businesses you met with today (at least 10):**

**Rank the top 5 careers or businesses you are interested in for your future, with #1 being your top choice. You may include careers you did not see at the job fair today.**

**1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**5.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**List things you learned today!**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Lesson 3: Job Shadow Experience & Experiential Learning- Introduction**

**Purpose**: Students will be provided to opportunity to shadow a professional in the field of their choosing to gain knowledge through experiential learning

**Learning objectives:**

* Students will select a professional to shadow for a day in a job they might enjoy based on information they learned through career exploration- *analysis*

**Time required:** 45 minutes

**Materials needed:**

Job Shadow Experience Form

**Procedures:**

Students will be introduced to the job shadowing experience- Letter and Forms will be explained

* letter to give to prospective professionals to shadow
  + Needs to be signed by profession and returned to school by the date on the letter before student will be approved to miss school to shadow
* Shadow Experience Form
  + Will be completed during shadow experience

Letter will be signed and returned by April 10th. If the person you wish to shadow says yes, the counselor will make contact with them. If the person says no, you may pick up another letter from the counselor.

Shadow experiences will take place on April 30th. Only students with signed letters turned in, counselor contact made with the professional and parent permission will be excused from school to shadow. Transportation is the responsibility of the student and parents.

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

My name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and I am in 7th grade at Fantastic Middle School. On Thursday, April 30 I would like to shadow you at your work place. I am interested in learning more about what you do and experiencing a day in your career. Please contact my school counselor, Melissa Nowicki, if you have any questions. If you are willing to have a student shadow you, more information will be coming via email.

Please choose one of the following options.

\_\_\_\_\_\_ Yes, I am happy to have this student shadow me on April 30th

Hours available to be shadowed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_ No, I am not able to have a student shadow me, but I would be willing to be considered in the future to help with shadow experiences or a career fair

\_\_\_\_\_\_No, I am not able to shadow and wish not to be contacted further

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return this to your school counselor by April 10th

Student Shadow Experience Form

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date & Time you shadowed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Who did you shadow?**

Name of person shadowed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company/Place of Employment\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Education, training, or degrees required for this job?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**What did you do?**

List three tasks/activities you observed or participated in during your experience:



List three questions you asked during your experience? What was the answer?



**Interview the person you are shadowing**

What is your favorite part of your job? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is your least favorite part?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What skills are important in your job? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How did you feel?**

What part of this experience/job do you like? Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What part of this experience/job do you not like? Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Fill the space below with anything else you would like to share about your experience or what you learned.**

**Lesson 4: Job Shadow Experience & Experiential Learning- Reflection**

**Purpose**: A follow up to student job shadowing experiences, Day after shadow experience

**Learning objectives:**

* Students will discuss and reflect on the experience individually and in a small group setting upon completion of the shadow experience- *analysis*

**Time required:** 30-45 min.

**Materials needed:**

Student Shadow Experience Form

Rolling Die

**Procedures:**

Once students have completed their shadow experience, meet in their class to reflect on what they experienced and learned.

Students will need to bring their completed Student Shadow Experience Form.

Have students move their chairs or desks into a circle so the room feels less like class and lecture time, to feeling open for group discussion.

Go around the circle and have the students take turns:

1. Roll a die to determine which of the 6 discussion questions below they get to answer

2. Share the title of the person they shadowed

3. Share the answer to their discussion question with the class

4. Allow other classmates to ask questions

If there is time after all the students have taken their turn, open it up for them to ask other questions to you or to each other as you see fit.

**Discussion questions**

1. What was your favorite part of your shadow experience?

2. What was your least favorite part of your shadow experience?

3. What were three tasks/activities you did during your experience?

4. What skills are important for the job you shadowed?

5. Would you like to have the job of the person you shadowed? Why or why not?

6. What education, training, or degrees are required for the job you shadowed?

**Lesson 5: Academic Planning & Personal Career Planning**

**Purpose**: My own words

**Learning objectives:**

* Students will be prepared to schedule classes based on what classes might best fit their career goals- *application*
* Students will plan ahead and begin to determine if college prep or career prep classes will best fit their post secondary career goals- *synthesis*
* Students will create personal resumes- *application*
* Students will compare cover letters and write their own-*synthesis*
* Students will completely and correctly fill out job applications- *applications*

**Time required:**

Academic Planning will be ongoing on an individual basis with the student and counselor

Personal Career Planning lesson will be 45 minutes, and ongoing on an individual basis as needed

**Materials needed:**

Blank Applications to local business (3-5 for students to choose from)

Computer for each student

**Procedures:**

Students will look at Resumes through Ohio Means Jobs accounts and create one of their own

Students will fill out a job application and write a cover letter pertaining to the job they are applying for. Examples will be provided via websites or hardcopies as needed.

If this is not enough time, depending on student needs, another class period can be added to complete these tasks. Students may also work on completing these task individually with the counselor.

**Post-Assessment**

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**For the following statements, please circle the number that best represent you.**

1-strongly disagree, 2-disagree, 3-neutral, 4-agree, 5-strongly agree

I know what career I want to have after high school 1 2 3 4 5

I have thought about many career options 1 2 3 4 5

I know what careers I would be interested in 1 2 3 4 5

I know of careers other than those my parents and 1 2 3 4 5

family members have

I have shadowed or experienced the day in the life of 1 2 3 4 5

someone at their job

I have thought about my plans after high school 1 2 3 4 5

(attend college or enter the career field)

I have created a resume 1 2 3 4 5

I have written a cover letter 1 2 3 4 5

I have filled out a job application 1 2 3 4 5

**Please use the space provide to answer the following questions**

What is your current career goal?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What are your plans after high school?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If those include college, have you thought about where you want to go? If yes, where?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What did you learn though this career unit? (You may write more on the back if you wish)

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