

Employment Preparation I – Cycle One

Learning About Work

Websites – www.laborarts.org, www.cete.org/acve/docs/dig209.pdf,
www.npr.org/programs/totn/features/2001/feb/010222.cfoa.html

Resources – Working, 4E Edition, Bailey, page 2 –15, Sections 1.1 & 1.2

Handouts - Activity 1.1 Why People Work, Activity 1.2 Occupations and Jobs I, Activity 1.3 Occupations and Jobs II, 1.4 Training Agreement Responsibilities, Activity 1.5 Benefits of Work Experience Education, Recognizing Positive Qualities, Building Positive Relationships, Common Courtesy Activity, Learning Styles Inventory, Identifying Your Skills

The Job Ahead

Websites – www.cete.org/acbe/docs/dig220.pdf, www.pbs.org/livelihood,
www.sleepfoundation.org

Resources - Working, 4E Edition, Bailey, page 16-27 Sections 2.1 – 2.3

Handouts – Activity 2.1 About Work Histories, Activity 2.2 Different Routes to a Stable Job, Activity 2.3 Controlling Your Career

Looking for a Job

Websites – www.ssa.gov, www.pueblo.gsa.gov, www.bls.gov/opub/rylf/rylfhome.htm

Resources – Working, 4E Edition, Bailey, page 28-41 Sections 3.1 & 3.2

Handouts – Activity 3.1 Clarifying Job Goals, Activity 3.2 Application for Social Security Number, Activity 3.3 Sources of Job Leads, Activity 3.4 Reading Help Wanted Ads, Activity 3.5 Following Through, CT Tech. High School System Policy Procedures for Cooperative Worksite Experience Program (CWE) pages 1-10.

Name of Powered Curriculum: School-To-Career Development Program

Cycle One: Employment Preparation I – Students will learn the necessary skills for Employment Preparation and how to appropriately apply the skills during the job search.

Goal(s): Communication (1), Organizational (2), Thinking Skills (3), Working Skills (4) & Technological Skills (5)

Big Idea (s):

- **Communication Skills 1:** These skills are necessary in order to function and survive in society.
- **Organizational Skills 2:** These skills will help reduce problems and stress in many areas of your life.
- **Thinking Skills 3:** These skills will allow you to consider and break down ideas into parts and give your viewpoint and consider other possibilities to resolve differences of opinion.
- **Working Skills 4:** It is not only important to obtain a job, you also need to know where to find a job, how to get a job and keep the job. In addition, you will learn how to qualify and/or request a promotion and/or pay increase.
- **Technology Skills 5:** In today’s society, technology is one of the major sources of communication used in all walks of life.

Essential Question (s):

- **What actions can you take to influence the direction of your career?**
- **How might the knowledge and skills learned in the classroom be applied on the job?**
- **How can your interests and abilities be expressed in your work?**
- **How can work based learning experience guide you to discover your career interests and goals?**

Learning Outcomes

<i>Students will:</i>	<i>As evidenced by:</i>
<p>Learn:</p> <ul style="list-style-type: none"> • Learning About Work • The Job Ahead • Looking For A Job 	<ul style="list-style-type: none"> • Explain the role of work in people’s lives (1.1-1.5, 3.4, 3.5, & 5.1-5.4) • List three common types of work based learning experiences and their benefits (1.1 – 1.5, 3.4, & 5.1-5.4) • Identify careers that match student abilities and talents to help set potential career goals (1.1-1.7, 2.1-2.5, 3.1-3.5, & 5.1-5.4) • Communicate abilities through writing and/or group discussion (1.1, - 1.5, & 5.1, 5.4)

	<ul style="list-style-type: none"> • Identify job leads and create job lead cards (1.1-1.7, 2.1-2.5, 3.1-3.5, & 5.1-5.4) • Complete practice job application (1.1-1.7, 2.1-2.5, 3.1-3.5, & 5.1-5.4)
<p>Resources: Working, 4E Edition, Bailey, page 2 –15, Sections 1.1 & 1.2, page 16-27 Sections 2.1 – 2.3, page 28-41 Sections 3.1 & 3.2 & The Career Development Blue Binder.</p>	
<p>Extension Activity: Guest Speaker, Group Discussion, Games, Group/Partner & Enrichment Activities</p>	
<p>Common Formative Assessment(s)</p>	<p>Summative District Assessment(s)</p>