

| | Supporting (Hours) | Partnering (Days) | Leading (Weeks) | Championing (Months) |
|-------------------------------|--|--|--|--|
| Career Awareness | <p>GUEST SPEAKER (30-60 minutes) Visit a school to talk with students about jobs, businesses, industries, and the skills knowledge needed to achieve career goals.</p> <p>WORKPLACE TOUR (1.5-2 hours) Host a small group of students to tour your workplace, and discuss career options, a typical day, student opportunities, and more.</p> | <p>CAREER FAIR (2-4 hours) Staff a booth to share advice on pursuing a career, skills and knowledge needed, and career roles and responsibilities.</p> <p>CAREER CONFERENCE (2-4 hours) Prepare and facilitate an interactive breakout session based on a curricular area (e.g. software engineering).</p> | <p>MENTOR/COACH (15 hours over a semester) Offer in-person and virtual support, guidance, and motivation to students as they explore careers and enter the world of work.</p> | <p>Themed Project (24 hours) Assist teachers in designing a multidisciplinary learning activity. Potentially coach student teams and/or provide feedback on student work.</p> |
| Career Exploration & Planning | <p>INFORMATIONAL INTERVIEW (30 -90 mins) Answer student questions in person, by phone, e-mail, or in a group about a profession or specific topic.</p> <p>COMPETITION JUDGE (2-8 hours) Judge student presentations or competitions and provide constructive feedback regarding student mastery of targeted competencies.</p> | <p>JOB SHADOW (usually one work day) Provide an opportunity for students to observe, discuss and participate in daily routines and activities of a particular job.</p> | <p>ONLINE DISCUSSION FORUM (2-15 hours) Answer student questions about careers, offer advice, share your experiences or otherwise support students virtually.</p> | <p>COMMITTEE MEMBER (2-40 hours) Participate in a school- or local business advisory council group.</p> <p>EMPLOYABILITY SKILLS (90 hours) Provide on-the-job paid work experience along with career exploration planning.</p> |
| Career Preparation | <p>RESUME DEVELOPMENT (1-2 hours) Provide feedback to students on their resumes.</p> <p>AUDITION/PORTFOLIO REVIEW (1-4 hours) Provide feedback on student performances or artistic portfolios online or in-person.</p> <p>MOCK/VIDEO INTERVIEW (.5-1 hour) Provide students feedback on their responses to interview questions.</p> | <p>INDUSTRY PROJECT (8-15 hours) Collaborate with teachers to integrate authentic industry tasks into curriculum.</p> | <p>SCHOOL-BASE ENTERPRISE (15 hours) Help prepare students to transition from high school to work or higher education by providing work experience, typically run on school grounds.</p> | <p>SERVICE LEARNING (2-90 hours) Support students in designing and implementing projects at local businesses, government agencies, and non-profits.</p> <p>YOUTH LEADERSHIP SKILLS (90 hours) Provide leadership or service experience along with career exploration and planning opportunities.</p> |
| Career Training | <p>CLINICAL EXPERIENCE (4 hours) Provide an opportunity for students to perform tasks in a supervised, authentic setting.</p> | <p>TEACHER EXTERNSHIP (15 – 60 hours) Provide a job shadowing or similar work experience that will increase the teachers' ability to bring workplace practices and policies (e.g. problem solving, practical applications of theory, team building, etc.) into the classroom.</p> | <p>ON-THE-JOB TRAINING (45 hours) Provide employee training and supervision as potential transition to ongoing employment (for graduating seniors or post-HS students).</p> <p>INTERNSHIP (60 hours/6-8 weeks) Provide professional work experience that applies classroom learning and builds skills.</p> | <p>WORK EXPERIENCE (45 hours) Provide employability skill training, for pay, in a work setting (for youth with some prior work experience).</p> <p>PRE-APPRENTICESHIP (250 hours) Provide paid on-the-job training based on state pre-apprenticeship curriculum guidelines.</p> |

Career Awareness

Supporting (Hours)

GUEST SPEAKER (30-60 minutes)

Visit a school to talk with students about jobs, businesses, industries, and the skills knowledge needed to achieve career goals.

WORKPLACE TOUR (1.5-2 hours)

Host a small group of students to tour your workplace, and discuss career options, a typical day, student opportunities, and more.

Partnering (Days)

CAREER FAIR (2-4 hours)

Staff a booth to share advice on pursuing a career, skills and knowledge needed, and career roles and responsibilities.

CAREER CONFERENCE (2-4 hours)

Prepare and facilitate an interactive breakout session based on a curricular area (e.g. software engineering).

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| Career Exploration & Planning | <p>INFORMATIONAL INTERVIEW (30 -90 mins) Answer student questions in person, by phone, e-mail, or in a group about a profession or specific topic.</p> <p>COMPETITION JUDGE (2-8 hours) Judge student presentations or competitions and provide constructive feedback regarding student mastery of targeted competencies.</p> | <p>JOB SHADOW (usually one work day) Provide an opportunity for students to observe, discuss and participate in daily routines and activities of a particular job.</p> | <p>ONLINE DISCUSSION FORUM (2-15 hours) Answer student questions about careers, offer advice, share your experiences or otherwise support students virtually.</p> | |

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| Career Preperation | <p>RESUME DEVELOPMENT (1-2 hours) Provide feedback to students on their resumes.</p> <p>AUDITION/PORTFOLIO REVIEW (1-4 hours) Provide feedback on student performances or artistic portfolios online or in-person.</p> <p>MOCK/VIDEO INTERVIEW (.5-1 hour) Provide students feedback on their responses to interview questions.</p> | <p>INDUSTRY PROJECT (8-15 hours) Collaborate with teachers to integrate authentic industry tasks into curriculum.</p> | <p>SCHOOL-BASE ENTERPRISE (15 hours) Help prepare students to transition from high school to work or higher education by providing work experience, typically run on school grounds.</p> | <p>SERVICE LEARNING (2-90 hours) upport students in designing and implementing projects at local businesses, government agencies, and non-profits.</p> <p>YOUTH LEADERSHIP SKILLS (90 hours) Provide leadership or service experience along with career exploration and planning opportunities.</p> |

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