

CAREER DEVELOPMENT (1 term)

This course will prepare students for the school-to-work transition. Students will complete self and career assessments, explore and research one or more careers, and develop a career plan for their future. This class will utilize DVDs, written materials, newspapers, guest speakers, and class discussions to enhance the students' awareness of career opportunities and the employment skills necessary to obtain their desired career. The employment skills will include the following: How and Where to Find a Job, Writing a Resume, Writing a Letter of Application, Interviewing Skills, Filling Out Job Application Forms, Thank You Notes, Personality Development for Work, How to Keep a Job, as well as Writing a Resignation Letter. Job Shadowing will also be required so the student can interview and work with someone in the field, and see first-hand what a day on the job is like.

Open to 10th, 11th, and 12th graders.