

Career Research and Development Site-Based Work Experience

Essential Curriculum

Howard County Maryland
2010

Career Research and Development II Site-Based Work Experience

Essential Curriculum

Introduction

Career Research and Development (CRD) is an approved Career and Technology Education (CTE) Program that meets the CTE graduation requirement if taken in the sequence of CRD I, CRD II, and Site-Based Work Experience. Students are co-enrolled in CRD II and Site-Based Work Experience.

Course Description

A growing number of young people leave school without the knowledge or foundation required to obtain and retain employment. CRD emphasizes skills needed to successfully prepare young people for the work environment and shows relevance of academic classes to future career and educational goals. The CRD teacher will coach and assist students as they secure employment or internships based on results from career research, interest inventories, and aptitude assessments taken in CRD I. The workplace component is a mentored, on the job work experience, with a written, personalized work-based training plan. Employers and students sign a required student placement contract. Students' hours must overlap the afternoon work hours of the CRD teacher.

Career Research and Development Site-Based Work Experience

Goal 1. Students will demonstrate the ability to obtain independent employment.

Objectives–The student will:

- a. Complete job applications accurately
- b. Prepare a professional resume
- c. Demonstrate job interview skills.

Goal 2. Students will display professional attitudes and behaviors in the workplace.

Objectives–The student will:

- a. Demonstrate punctuality and consistent attendance
- b. Communicate responsibly in the workplace
- c. Recognize the importance of dress codes, confidentiality, and professional behavior
- d. Set realistic goals
- e. Demonstrate self-direction
- f. Display personal responsibility and ethical behavior
- g. Persevere to see a task through.

Goal 3. Students will demonstrate the ability to solve authentic problems related to workplace environments.

Objectives–The student will:

- a. Identify and explore industry related work environments related to their interests
- b. Investigate future career options
- c. Identify and accurately define problems related to workplace issues/problems
- d. Apply problem solving strategies to solve problems related to workplace issues.

Goal 4. Students will demonstrate interpersonal skills at the workplace.

Objectives–The student will:

- a. Communicate information in oral and written form
- b. Demonstrate the ability to lead as well as work with a team
- c. Demonstrate appropriate interpersonal skills when dealing with co-workers, supervisors, and clients/customers/patients.

Goal 5. Students will demonstrate the ability to describe career opportunities related to their work experiences.

Objectives–The student will:

- a. Complete a career self-assessment
- b. Discuss job prerequisites and educational requirements for success in a field related to career interest
- c. Identify specific workplace expectations necessary for success in industry and post-secondary experiences
- d. Develop a portfolio reflecting career related goals and experiences.