

Career Explorations

Credits: 0.5

Course Overview and Goals

Career Explorations is a one-semester course intended as a practical, hands-on guide to enable you to explore career opportunities in different career clusters and pathways. The course also enables you to create an academic and career plan based on your personal interests and skills and professional goals. This course consists of 24 lessons bunched into four units. Each lesson includes one or more activities. You will grade your work in the lesson activities by comparing them with sample responses. After completing each unit, you will work on a unit assignment and participate in a group discussion. In addition, you will complete a course assignment and a course project. You will submit the unit assignments, course assignment, and course project to your teacher for grading.

By the end of this course, you will be able to do the following:

- ❖ Describe education and career terms and concepts.
- ❖ Identify the pathways in each career cluster and the careers in each pathway.
- ❖ Identify academic requirements for different career pathways.
- ❖ Identify the skills, abilities, and talents needed for different careers.
- ❖ Describe the tasks performed by professionals in different careers.
- ❖ Use value inventories, interest inventories, personality inventories, and aptitude assessments for career planning.
- ❖ Explain the purpose of career and technical student organizations (CTSOs) and their appropriateness for CTE programs.
- ❖ Explore opportunities for earning college credit in high school.
- ❖ Demonstrate decision-making skills.
- ❖ Explain how to apply for financial aid and scholarships.
- ❖ Identify and acquire study habits for success at college and in your career.
- ❖ Identify and acquire workplace readiness skills needed for career success.
- ❖ Describe the components of a job search portfolio.
- ❖ Develop skills for success in job interviews.

UNIT 1: EXPLORING CAREER OPTIONS (DAYS 1 – 32)

In this unit, you will explore each of the career clusters and pathways. You will determine the career options available within each pathway and the academic qualifications and skills you will need to excel or advance in a particular career. The research you do in this unit will prepare the ground for developing a career plan based on your interests, talents, and personal goals.

Lesson	Lesson Objective
Careers in Science, Technology, and Engineering	Explore careers in the following career clusters: Science, Technology, Engineering, and Mathematics; and Information Technology.
Careers in Construction, Manufacturing, and Energy	Explore careers in the following career clusters: Architecture and Construction; Manufacturing; and Energy.
Careers in Business, Finance, and Marketing	Explore careers in the following career clusters: Business, Management, and Administration; Finance; and Marketing, Sales, and Service.
Careers in Logistics and Hospitality	Explore careers in the following career clusters: Transportation, Distribution, and Logistics; and Tourism and Hospitality.
Careers in Arts and Audio/Video Technology, and Agriculture and Natural Resources	Explore careers in the following career clusters: Arts, Audio/Video Technology, and Communications; and Agriculture, Food, and Natural Resources.
Careers in Law and Public Administration	Explore careers in the following career clusters: Law, Public Safety, Corrections, and Security; and Government and Public Administration.
Careers in Education, Health, and Human Services	Explore careers in the following career clusters: Education and Training, Health Science, and Human Services.

UNIT 2: DEVELOPING AN ACADEMIC AND CAREER PLAN (DAYS 33 – 54)

In this unit, you will draw up a career plan that is aligned with your values, interests, personality, and skills. You will identify professional organizations relating to your chosen career and the benefits of joining these organizations. You will explore opportunities for earning college credit while you're still in high school. You will learn about various college placement tests and how your scores in these tests can impact your career plan. You will also explore different ways of funding your college education.

Lesson	Lesson Objective
Taking Stock of Your Values, Interests, Personality, and Skills	Use self-assessment tools for college and career planning.
Setting Goals and Making Decisions	Apply critical thinking and decision-making to set goals and create a career plan.
Career and Technical Student Organizations	Explain the role of career and technical student organizations in college and career planning.
Earning College Credit in High School	Explore opportunities for earning college credit in high school.
Assessing Your College Readiness	Explain how performance assessments such as the SAT, ACT, ASVAB, and ACCUPLACER impact your academic and career goals.
Funding Your Way Through College	Explore different ways of funding your college education.

UNIT 3: SKILLS FOR COLLEGE AND CAREER SUCCESS (DAYS 55 – 73)

In this unit, you will identify academic, interpersonal, technology, and workplace readiness skills that are essential for success in most careers. You will also acquire financial management skills that you will use throughout your life, including opening and maintaining different types of bank accounts, using credit cards responsibly, and maintaining a good credit score.

Lesson	Lesson Objective
Academic Skills	Identify and acquire study habits for success at college and in your career.
Interpersonal Skills	Describe interpersonal skills for success at college and in your career.
Technology Skills	Identify and acquire technology skills needed for career success.
Workplace Skills	Identify and acquire workplace readiness skills needed for career success.
Managing Your Money	Demonstrate financial management skills for success at college and in your career.

UNIT 4: ENTERING THE JOB MARKET (DAYS 74 – 90)

In this unit, you will learn how you can prepare yourself to be career ready. You will explore work-based learning, identifying the different types of work-based learning opportunities and describing its benefits. You will also explore safety and learn about the hazards in major industries. You will research the job market and become familiar with the components of a job search portfolio. You will compare careers in terms of educational requirements, skills needed, salary, and the lifestyle you want. You will also learn how to prepare for interviews and how to conduct yourself and answer common questions at job interviews.

Lesson	Lesson Objective
Work-Based Learning	Explore work-based learning.
Developing Your Job Search Portfolio	Research the job market and become familiar with the components of a job search portfolio.
Preparing for Job Interviews	Develop skills for success in job interviews.