

<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 7 & 8
<b>UNIT:</b> Career Development	
<b>NATIONAL STANDARDS:</b> <p style="text-align: center;"><u>Standard A:</u>  Students will acquire the skills to investigate  The world of work in relation to knowledge of  Self and to make informed career decisions.</p>	
<b>STATE STANDARDS:</b> 13.1 Career Awareness and Preparation 13.4 Entrepreneurship	
<b>UNIT OBJECTIVES:</b> <p style="text-align: center;"><u>Develop Career Awareness</u></p> <ul style="list-style-type: none"> <li>• Develop skills to locate, evaluate and interpret career information</li> <li>• Learn about the variety of traditional and non-traditional occupations</li> <li>• Develop an awareness of personal abilities, skills, interests and motivations</li> <li>• Learn how to interact and work cooperatively in teams</li> <li>• Learn to make decisions</li> <li>• Learn how to set goals</li> <li>• Understand the importance of planning</li> <li>• Explore areas of interest</li> <li>• Develop hobbies and vocational interests</li> <li>• Balance between work and leisure time</li> </ul>	
<b>ACTIVITIES:</b>  Individual meetings with guidance counselor as needed  Classroom guidance lessons covering topics such as: <ul style="list-style-type: none"> <li>• Decision making</li> <li>• Goal setting</li> <li>• The importance of planning</li> <li>• Traditional/non-traditional careers</li> <li>• Awareness of personal skills &amp; abilities</li> </ul> <b>RESOURCES:</b>  websites handouts/informational packets	<b>ASSESSMENTS:</b>  <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> </ul> <b>REMEDICATION:</b> Individual conferences   <b>ENRICHMENT:</b> -Career, College & character education websites -School library

<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 7 & 8
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard A:</u></p> <p style="text-align: center;">Students will acquire the skills to investigate The world of work in relation to knowledge of Self and to make informed career decisions</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation</p> <p>13.2 Career Acquisition</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Develop Employment Readiness</u></p> <ul style="list-style-type: none"> <li>• Acquire employability skills such as working on a team, problem-solving and organizational skills</li> <li>• Apply job readiness skills to seek employment opportunities</li> <li>• Demonstrate knowledge about the changing workplace</li> <li>• Learn about the rights and responsibilities of employers and employees</li> <li>• Learn to respect individual uniqueness in the workplace</li> <li>• Learn how to write a resume</li> <li>• Develop a positive attitude toward work and learning</li> <li>• Understand the importance of responsibility, dependability, punctuality, integrity and effort in the workplace</li> <li>• Utilize time and task management skills</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Classroom guidance lessons covering topics that include:</p> <ul style="list-style-type: none"> <li>• The importance of planning</li> <li>• Time management</li> <li>• Rights and responsibilities of employees and employers</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>-Career, College &amp; character education websites -School library</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 7 & 8
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard B:</u> Students will employ strategies to achieve future Career goals with success and satisfaction.</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation 13.2 Career Acquisition</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Acquire Career Information</u></p> <ul style="list-style-type: none"> <li>• Apply decision-making skills to career planning, course selection and career transition</li> <li>• Identify personal skills, interests and abilities and relate them to current career choice</li> <li>• Demonstrate knowledge of the career-planning process</li> <li>• Know the various ways in which occupations can be classified</li> <li>• Use research and information resources to obtain career information</li> <li>• Learn to use the Internet to access career-planning information</li> <li>• Describe traditional and non-traditional career choices and how they relate to career choice</li> <li>• Understand how changing economic and societal needs influence employment trends and future training</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Classroom guidance lessons covering topics that include:</p> <ul style="list-style-type: none"> <li>• Decision making</li> <li>• The career planning process</li> <li>• Importance of planning</li> <li>• Traditional/non-traditional jobs</li> <li>• Researching jobs</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>-Career, College &amp; character education websites -School library</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 7 & 8
<b>UNIT:</b> Career Development	

**NATIONAL STANDARDS:**

Standard B:  
Students will employ strategies to achieve future Career goals with success and satisfaction.

**STATE STANDARDS:**

13.1 Career Awareness and Preparation  
13.2 Career Acquisition

**UNIT OBJECTIVES:**

Identify Career Goals

- Demonstrate awareness of the education and training needed to achieve career goals
- Assess and modify their educational plan to support career
- Use employability and job readiness skills in internship, mentoring, shadowing and/or other work experience
- Select course work that is related to career interests
- Maintain a career-planning portfolio

<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Classroom guidance lessons covering topics that include:</p> <ul style="list-style-type: none"> <li>• Importance of planning</li> <li>• Goal setting</li> <li>• Graduation requirements</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>-Career, College &amp; character education websites -School library</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 7 & 8
<b>UNIT:</b> Career Development	

**NATIONAL STANDARDS:**

Standard C:  
Students will understand the relationship between Personal qualities, education, training and the world of work

**STATE STANDARDS:**

13.1 Career Awareness and Preparation  
13.2 Career Acquisition  
13.3 Career Retention

**UNIT OBJECTIVES:**

Acquire Knowledge to Achieve Career Goals:

- Understand the relationship between educational achievement and career success
- Explain how work can help to achieve personal success and satisfaction
- Identify personal preferences and interests influencing career choice and success
- Understand that the changing workplace requires lifelong learning and acquiring new skills
- Describe the effect of work on lifestyle
- Understand the importance of equity and access in career choice

Understand that work is an important satisfying means of personal expression

<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Classroom guidance lessons covering topics that include:</p> <ul style="list-style-type: none"> <li>• How personal preferences influence career choices</li> <li>• The importance of work as it relates to life satisfaction</li> <li>• The link between education achievement and career success</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>-Career, College &amp; character education websites -School library</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 7 & 8
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Apply Skills to Achieve Career Goals:</u></p> <ul style="list-style-type: none"> <li>• Demonstrate how interests, abilities and achievement relate to achieving personal, social, educational and career goals</li> <li>• Learn how to use conflict management skills with peers and adults</li> <li>• Learn to work cooperatively with others as a team member</li> <li>• Apply academic and employment readiness skills in work-based learning situations such as internships, shadowing and/or mentoring experiences</li> </ul>
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<p><b>STATE STANDARDS:</b></p> <p>13.2 Career Acquisition</p> <p>13.3 Career Retention</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Apply Skills to Achieve Career Goals</u></p> <ul style="list-style-type: none"> <li>* Demonstrate how interests, abilities, and achievement relate to achieving personal, social, educational, and career goals.</li> <li>* Learn how to use conflict management skills with peers and adults</li> <li>* Learn to work cooperatively with others as a team member</li> <li>* Apply academic and employment readiness skills in work-based learning situations such as internships, shadowing, and/or mentoring experiences.</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Classroom guidance lessons covering topics that include:</p> <ul style="list-style-type: none"> <li>• Examining ones own interests, abilities, and personality as they relate to careers</li> <li>• Team work</li> <li>• Employment readiness skills</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>-Career, College &amp; character education websites -School library</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 9 & 10
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard A:</u> Students will acquire the skills to investigate the world of work In relation to knowledge of self and to make informed career decisions</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation 13.4 Entrepreneurship</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Develop Career Awareness:</u></p> <ul style="list-style-type: none"> <li>• Develop skills to locate, evaluate and interpret career information</li> <li>• Learn about the variety of traditional and nontraditional occupations</li> <li>• Develop an awareness of personal abilities, skills, interests and motivations</li> <li>• Learn how to interact and work cooperatively in teams</li> <li>• Learn to make decisions</li> <li>• Learn how to set goals</li> <li>• Understand the importance of planning</li> <li>• Explore areas of interest</li> <li>• Develop hobbies and vocational interests</li> <li>• Balance between work and leisure time</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Group sessions with careers counselor covering topics that include:</p> <ul style="list-style-type: none"> <li>• Decision making</li> <li>• Goal setting</li> <li>• Career awareness</li> <li>• Evaluation of career information</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets PA career guide Self directed search (SDS) Guidance resource books</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> <li>• Yearly career survey to monitor growth and career development</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>Career, college &amp; character education websites School library Career Fairs MCTI Community service opportunities Extra curricular opportunities</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 9 & 10
<b>UNIT:</b> Career Development	

**NATIONAL STANDARDS:**

Standard A:  
 Students will acquire the skills to investigate the world of work  
 In relation to knowledge of self and to make informed career decisions

**STATE STANDARDS:**

13.1 Career Awareness and Preparation  
 13.2 Career Acquisition

**UNIT OBJECTIVES:**

Develop Employment Readiness:

- Acquire employability skills such as working on a team, problem-solving and organizational skills
- Apply job readiness skills to seek employment opportunities
- Demonstrate knowledge about the changing workplace
- Learn about the rights and responsibilities of employers and employees
- Learn to respect individual uniqueness in the workplace
- Learn how to write a resume
- Develop a positive attitude toward work and learning
- Understand the importance of responsibility, dependability, punctuality, integrity and effort in the workplace
- Utilize time and task management skills

**ACTIVITIES:**

Individual meetings with guidance counselor as needed

Group sessions with careers counselor covering topics that include:

- Employability skills
- Rights and responsibilities of employees and employers
- Transferable skills
- Completing applications

**RESOURCES:**

websites  
 handouts/informational packets  
 PA career guide  
 Self directed search (SDS)  
 Guidance resource books

**ASSESSMENTS:**

- Review of students ongoing goal sheets
- Professional observation of counselors
- Keep count of # of students served
- Yearly career survey to monitor growth and career development

**REMEDIATION:**

Individual conferences

**ENRICHMENT:**

Career, college & character education websites  
 School library  
 Career Fairs  
 MCTI  
 Community service opportunities  
 Extra curricular opportunities



<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 9 & 10
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard B:</u> Students will employ strategies to achieve future career goals With success and satisfaction</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation 13.2 Career Acquisition</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Acquire Career Information:</u></p> <ul style="list-style-type: none"> <li>• Apply decision-making skills to career planning, course selection and career transition</li> <li>• Identify personal skills, interests and abilities and relate them to current career choice</li> <li>• Demonstrate knowledge of the career-planning process</li> <li>• Know the various ways in which occupations can be classified</li> <li>• Use research and information resources to obtain career information</li> <li>• Learn to use the Internet to access career-planning information</li> <li>• Describe traditional and nontraditional career choices and how they relate to career choices</li> <li>• Understand how changing economic and societal needs influence employment trends and future training</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Group sessions with careers counselor covering topics that include:</p> <ul style="list-style-type: none"> <li>• Career plans and goals</li> <li>• The importance of planning</li> <li>• Course and extra curricular selection</li> <li>• Career clusters</li> <li>• Employability skills</li> <li>• Research resources</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets PA career guide Self directed search (SDS) Guidance resource books</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> <li>• Yearly career survey to monitor growth and career development</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>Career, college &amp; character education websites School library Career Fairs MCTI Community service opportunities Extra curricular opportunities</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 9 & 10
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard B:</u> Students will employ strategies to achieve future career goals With success and satisfaction</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation 13.2 Career Acquisition</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Identify Career Goals:</u></p> <ul style="list-style-type: none"> <li>• Demonstrate awareness of the education and training needed to achieve career goals</li> <li>• Assess and modify their educational plan to support career</li> <li>• Use employability and job readiness skills in internship, mentoring, shadowing and/or other work experience</li> <li>• Select course work that is related to career interests</li> <li>• Maintain a career-planning portfolio</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Group sessions with careers counselor covering topics that include:</p> <ul style="list-style-type: none"> <li>• Job readiness</li> <li>• How course work is related to career interests</li> <li>• Goal setting</li> <li>• Sources of job training</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets PA career guide Self directed search (SDS) Guidance resource books</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> <li>• Yearly career survey to monitor growth and career development</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>Career, college &amp; character education websites School library Career Fairs MCTI Community service opportunities Extra curricular opportunities</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 9 & 10
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard C:</u> Students will employ strategies to achieve future career goals With success and satisfaction</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation 13.2 Career Acquisition 13.3 Career Retention</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Acquire Knowledge to Achieve Career Goals:</u></p> <ul style="list-style-type: none"> <li>• Understand the relationship between educational achievement and career success</li> <li>• Explain how work can help to achieve personal success and satisfaction</li> <li>• Identify personal preferences and interests influencing career choice and success</li> <li>• Understand that the changing workplace requires lifelong learning and acquiring new skills</li> <li>• Describe the effect of work on lifestyle</li> <li>• Understand the importance of equity and access in career choice</li> <li>• Understand that work is an important and satisfying means of personal expression</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Group sessions with careers counselor covering topics that include:</p> <ul style="list-style-type: none"> <li>• The connection between educational achievement and career success</li> <li>• How personal preferences influence career choice</li> <li>• Work and career can be a source of personal success and satisfaction</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets PA career guide Self directed search (SDS) Guidance resource books</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> <li>• Yearly career survey to monitor growth and career development</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>Career, college &amp; character education websites School library Career Fairs MCTI Community service opportunities Extra curricular opportunities</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 9 & 10
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard C:</u> Students will understand the relationship between personal qualities, Education, training and world of work</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.2 Career Acquisition 13.3 Career Retention</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Apply Skills to Achieve Career Goals:</u></p> <ul style="list-style-type: none"> <li>• Demonstrate how interests, abilities and achievement relate to achieving personal, social, educational and career goals</li> <li>• Learn how to use conflict management skills with peers and adults</li> <li>• Learn to work cooperatively with others as a team member</li> <li>• Apply academic and employment readiness skills in work-based learning situations such as internships, shadowing and/or mentoring experiences</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor as needed</p> <p>Group sessions with careers counselor covering topics that include:</p> <ul style="list-style-type: none"> <li>• Employment readiness skills</li> <li>• Awareness of personal preferences and how they influence career selection</li> <li>• Transferable skills</li> </ul> <p><b>RESOURCES:</b></p> <p>websites handouts/informational packets PA career guide Self directed search (SDS) Guidance resource books</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of students ongoing goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> <li>• Yearly career survey to monitor growth and career development</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>Career, college &amp; character education websites School library Career Fairs MCTI Community service opportunities Extra curricular opportunities</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 12
<b>UNIT:</b> Career Development	

**NATIONAL STANDARDS:**

Standard A:  
Students will acquire the skills to investigate the world of work  
In relation to knowledge of self and to make informed career decisions

**STATE STANDARDS:**

13.1 Career Awareness and Preparation  
13.4 Entrepreneurship

**UNIT OBJECTIVES:**

Develop Career Awareness:

- Develop skills to locate, evaluate and interpret career information
- Learn about the variety of traditional and nontraditional occupations
- Develop an awareness of personal abilities, skills, interests and motivations
- Learn how to interact and work cooperatively in teams
- Learn to make decisions
- Learn how to set goals
- Understand the importance of planning
- Explore areas of interest
- Develop hobbies and vocational interests
- Balance between work and leisure time

<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor to discuss career plans and preparation.</p> <p>Group meetings with careers counselor discussing post-secondary choices and application processes/progress</p> <p>Assembly presentations</p> <p><b>RESOURCES:</b></p> <p>Information packets/handouts Self directed search (SDS) PA career guide Websites Guidance resource books</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of ongoing student goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>Dual-enrollment MCTI PA Governors Schools Websites Community Service Opportunities Extra Curricular Opportunities College Visits School Library Career Fairs Diversified enrollment Financial Aid Night</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 12
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard A:</u> Students will acquire the skills to investigate the world of work In relation to knowledge of self and to make informed career decisions</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation 13.2 Career Acquisition</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Develop Employment Readiness:</u></p> <ul style="list-style-type: none"> <li>• Acquire employability skills such as working on a team, problem-solving and organizational skills</li> <li>• Apply job readiness skills to seek employment opportunities</li> <li>• Demonstrate knowledge about the changing workplace</li> <li>• Learn about the rights and responsibilities of employers and employees</li> <li>• Learn to respect individual uniqueness in the workplace</li> <li>• Learn how to write a resume</li> <li>• Develop a positive attitude toward work and learning</li> <li>• Understand the importance of responsibility, dependability, punctuality, integrity and effort in the workplace</li> <li>• Utilize time and task management skills</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor to discuss career plans and preparation.</p> <p>Group meetings with careers counselor discussing post-secondary choices and application processes/progress</p> <p>Assembly presentations</p> <p><b>RESOURCES:</b></p> <p>Information packets/handouts Self directed search (SDS) PA career guide Websites Guidance resource books</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of ongoing student goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>Dual-enrollment MCTI PA Governors Schools Websites Community Service Opportunities Extra Curricular Opportunities College Visits School Library Career Fairs Diversified enrollment Financial Aid Night</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 12
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard B:</u> Students will acquire the skills to investigate the world of work In relation to knowledge of self and to make informed career decisions</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation 13.2 Career Acquisition</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Acquire Career Information:</u></p> <ul style="list-style-type: none"> <li>• Apply decision-making skills to career planning, course selection and career transition</li> <li>• Identify personal skills, interests and abilities and relate them to current career choice</li> <li>• Demonstrate knowledge of the career-planning process</li> <li>• Know the various ways in which occupations can be classified</li> <li>• Use research and information resources to obtain career information</li> <li>• Learn to use the Internet to access career-planning information</li> <li>• Describe traditional and nontraditional career choices and how they relate to career choice</li> <li>• Understand how changing economic and societal needs influence employment trends and future training</li> </ul>
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<p><b>ACTIVITIES:</b></p> <p>Individual meetings with guidance counselor to discuss career plans and preparation.</p> <p>Group meetings with careers counselor discussing post-secondary choices and application processes/progress</p> <p>Assembly presentations</p> <p><b>RESOURCES:</b></p> <p>Information packets/handouts Self directed search (SDS) PA career guide Websites Guidance resource books</p>	<p><b>ASSESSMENTS:</b></p> <ul style="list-style-type: none"> <li>• Review of ongoing student goal sheets</li> <li>• Professional observation of counselors</li> <li>• Keep count of # of students served</li> </ul> <p><b>REMEDIATION:</b></p> <p>Individual conferences</p> <p><b>ENRICHMENT:</b></p> <p>Dual-enrollment MCTI PA Governors Schools Websites Community Service Opportunities Extra Curricular Opportunities College Visits School Library Career Fairs Diversified enrollment Financial Aid Night</p>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 12
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard B:</u> Students will employ strategies to achieve future career goals With success and satisfaction</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation 13.2 Career Acquisition</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Identify Career Goals:</u></p> <ul style="list-style-type: none"> <li>• Demonstrate awareness of the education and training needed to achieve career goals</li> <li>• Assess and modify their educational plan to support career</li> <li>• Use employability and job readiness skills in internship, mentoring, shadowing and/or other work experience</li> <li>• Select course work that is related to career interests</li> <li>• Maintain a career-planning portfolio</li> </ul>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 12
<b>UNIT:</b> Career Development	

<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard C:</u> Students will understand the relationship between personal qualities, Education, training and the world of work</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.1 Career Awareness and Preparation 13.2 Career Acquisition 13.3 Career Retention</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Acquire Knowledge to Achieve Career Goals:</u></p> <ul style="list-style-type: none"> <li>• Understand the relationship between educational achievement and career success</li> <li>• Explain how work can help to achieve personal success and satisfaction</li> <li>• Identify personal preferences and interests influencing career choice and success</li> <li>• Understand that the changing workplace requires lifelong learning and acquiring new skills</li> <li>• Describe the effect of work on lifestyle</li> <li>• Understand the importance of equity and access in career choice</li> <li>• Understand that work is an important and satisfying means of personal expression</li> </ul>
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<b>COURSE:</b> Guidance	<b>GRADE(S):</b> 12
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<p><b>NATIONAL STANDARDS:</b></p> <p style="text-align: center;"><u>Standard C:</u> Students will understand the relationship between personal Qualities, education, training and the world of work</p>
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<p><b>STATE STANDARDS:</b></p> <p>13.2 Career Acquisition 13.3 Career Retention</p>
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<p><b>UNIT OBJECTIVES:</b></p> <p style="text-align: center;"><u>Apply Skills to Achieve Career Goals:</u></p> <ul style="list-style-type: none"> <li>• Demonstrate how interests, abilities and achievement relate to achieving personal, social, educational and career goals</li> <li>• Learn how to sue conflict management skills with peers and adults</li> <li>• Learn to work cooperatively with others as a team member</li> <li>• Apply academic and employment readiness skills in work-based learning situations such as internships, shadowing and/or mentoring experiences</li> </ul>
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