

Overall Learning Objectives:

- Understand the connection between education, skills, and career opportunities.
- Explore diverse career paths and industries.
- Develop job search and career management skills.
- Understand basic financial literacy concepts related to employment.
- Cultivate essential social and entrepreneurial skills.

Section 1: Self-Discovery & Skill Assessment

- **Activities:**
 - Interest inventories and skills assessments (e.g., MyNextMove, O*NET).
 - Identifying personal strengths and weaknesses.
 - Reflecting on values, work styles, and preferences.
 - Creating a personal skills portfolio.
- **Assignments:**
 - Self-assessment report summarizing interests, skills, and values.
 - Skills gap analysis and plan for skill development.
- **Key Concepts:**
 - Importance of self-awareness in career planning.
 - Identifying transferable skills.

Section 2: Exploring Career Paths & Labor Market Analysis

- **Activities:**
 - Researching various career clusters and industries.
 - Analyzing labor market trends, including:
 - Job growth projections.
 - Salary expectations.
 - Required education and skills.
 - Guest speakers from different professions.
 - Using virtual reality software such as *CareerLabs* for career exploration in diverse fields (e.g., medical, engineering, skilled trades).
- **Assignments:**
 - Career exploration report focusing on a specific career cluster.
 - Labor market analysis presentation on chosen career path.
- **Key Concepts:**
 - Understanding the changing nature of work.
 - Importance of data-driven career decisions.

Section 3: Understanding Finances & Paychecks

- **Activities:**
 - Learning about gross pay vs. net pay.
 - Understanding deductions (taxes, social security, Medicare, etc.).

- Calculating take-home pay.
- Introduction to budgeting and financial planning.
- Exploring different types of employee benefits.
- **Assignments:**
 - Paycheck simulation and analysis.
 - Budgeting exercise.
- **Key Concepts:**
 - Importance of financial literacy.
 - Understanding employee rights and responsibilities.

Section 4 : Networking & Information Gathering

- **Activities:**
 - Developing effective communication and interpersonal skills.
 - Practicing networking and informational interviewing techniques.
 - Identifying and contacting professionals in fields of interest.
 - Job shadowing experiences
- **Assignments:**
 - Informational interview report.
 - Networking plan.
- **Key Concepts:**
 - Building professional relationships.
 - Importance of asking insightful questions.

Section 5: Gaining Experience through Volunteering & Extracurriculars

- **Activities:**
 - Exploring volunteer opportunities related to career interests.
 - Participating in extracurricular activities that develop relevant skills (e.g., leadership, teamwork, communication).
 - Reflecting on the skills and experiences gained through volunteering and extracurriculars.
- **Assignments:**
 - Volunteer experience reflection report.
 - Portfolio showcasing skills developed through extracurricular activities.
- **Key Concepts:**
 - Value of experiential learning.
 - Building a strong resume and portfolio.

Section 6: Entrepreneurship & Innovation

- **Activities:**
 - Brainstorming business ideas.
 - Business Plan elements
 - Learning about marketing, sales, and finance.

- Pitching business ideas (entrepreneur activity)
- **Assignments:**
 - Business plan outline.
 - Business pitch presentation (Virtual Reality Technology exercise)
- **Key Concepts:**
 - Developing an entrepreneurial mindset.
 - Understanding the challenges and rewards of entrepreneurship.

Module 7: Resources & Career Management

- **Activities:**
 - Exploring online career resources (e.g., CareerOneStop, MyNextMove, LinkedIn).
 - Utilizing library resources for career research and job searching.
 - Discussing job search strategies (resume writing, cover letters, interviewing skills).
 - Creating a career development plan.
- **Assignments:**
 - Resume and cover letter drafts.
 - Career development plan.
- **Key Concepts:**
 - Importance of lifelong learning and career management.
 - Utilizing available resources effectively.

Resources:

- **Online:** CareerOneStop, MyNextMove, O*NET, LinkedIn, Indeed, Glassdoor, Occupational Outlook Handbook (OOH)
- **In-Person:** Libraries, career centers, community colleges, workforce development agencies, professional organizations