



PLANNED COURSE STATEMENT

Course Title: Career Development	Grade Level(s): 11
Length of Course: 1 Semester	Credit Area: Career Development
Prerequisite: N/A	Amount of Credit: .5
Adopted/Supplemental Materials:	
Dual Credit Articulation: Career Development- CG140	

COURSE DESCRIPTION:

This College Now course “provides tools needed to make an informed career decision and set educational goals. The course includes self-assessment tools, career exploration options, guest speakers, and field trips. Use of the RCC website and Career Pathways roadmaps is included.”

This course will fulfill the TRSD Career Development requirement, and will provide students the opportunity to discover interests, values, skills, and personality types in an effort to create plans and goals for their futures. It will also incorporate life skills such as cooking, budgeting, learning about taxes, insurance, and credit.

EXPECTED OUTCOMES:

1. Understand personal values, skills and abilities. Explore and utilize career and personality assessment tools.
2. Identify and record the necessary skills, responsibilities, education and training for careers of interest.
3. Identify and communicate with local community members and college staff to evaluate the suitability of various careers. Speak, organize ideas, and communicate career information.

COURSE GOALS:

Students will:

1. Collect and document information from various tools, such as RCC Holland Code Quiz, CIS interest profiler, and others, followed by summarizing and assessing results through discussion and follow-up research.
2. Create a MAPP – My Academic Plan and Profile, which serves as both a road map and compass to document the progress towards the students’ goals.
3. Develop portfolio items, including a resume, cover letter, and reference letters.
4. Document research done on multiple careers of interest, followed by organizing plans to attain each pathway.
5. Participate in a mock interview
6. Participate in a job shadow or career highlight
7. Participate in cooking, budget, insurance, tax, and credit learning assignments as a reality check.

ASSESSMENT STRATEGIES:

1. Formative:
 - Simulations
 - Discussions
 - Event participation
 - Reflections/ reviews
2. Summative: must meet proficiency in the following areas:
 - Career narrative (10 year plan and portfolio)
 - Typed career resume
 - Cover letter
 - Job application
 - Mock interview
 - Career portfolio
 - Job shadow
 - Thank you letters
 - Quizzes and assessments

ACCOMMODATIONS AND MODIFICATIONS:

Any student who feels the course is moving too slowly and demonstrates mastery of the subject matter by consistently exceeding expectations for regular assignments is encouraged to meet with the teacher for more rigorous assignments and projects. More rigorous work will include alternate assignments and projects, not additional assignments. Work will be graded using the same standards for work completed by other students in the class. Conversely, a student with an IEP who needs more time to complete the work may have assignments modified to meet his/her needs.

CAREER RELATED LEARNING STANDARDS:

- Requirement of Job Shadow or Career Highlight
- Requirement of attending a Career Fair
- Demonstrate academic, technical, and organizational knowledge and skills required for success in the workplace
- Demonstrate career development skills in planning for post high school experiences
- Attend a campus tour