

## **Arizona Career Ready Project for Educators**

### **Working Document – Framework**

#### **Introduction**

Arizona Educators are in the process of developing needed career development curriculum, trainings, and an implementation plan for school counselors, CTE educators, and others. We must prepare all students to become career and college ready, but sometimes we lack necessary skills, current information, and the resources to do an exemplary job. To prepare Arizona students to leave high school ready for their next steps will require us to identify the needed components to help them in that process.

These are the identified four key modules to begin our Arizona Career Ready Project for Educators. Each module will include current research and readings covering specific introduced topics. Then peer discussions and with additional school personnel covering the readings would take place. Finally each module would include action plans and steps. We believe that career readiness takes a change. We cannot continue doing the same things.

#### **Questions:**

1. Did we identify the needed key elements? Is there something missing?
2. Are there additional resources that you suggest we add?
3. Share ideas for implementation and trainings. How can we involve all stakeholders?
4. What other suggestions do you have?

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## Session One:

### Understanding the National Workforce Landscape and 21st Century Careers

#### *The Educator will:*

- Explore national, Arizona, and local workforce landscapes;
- Begin establishing an Action Plan for use at their work site.

#### Videos/Multimedia:

#### Reading:

- *“What is Career Ready?”*  
file:///C:/Users/Fughart/Downloads/Career\_Readiness\_Paper\_COLOR%20(1).pdf
- *“Pathways to Prosperity,”* Part 1, pages 1-8  
[http://www.sawdc.com/media/5959/pathways\\_to\\_prosperity\\_feb2011.pdf](http://www.sawdc.com/media/5959/pathways_to_prosperity_feb2011.pdf)
- *“Arizona’s Economic Landscape: Charting a Unified Course.”* Pages 6-13.  
<http://sod208.fulton.asu.edu/publications-reports/2012-arizonas-economic-development-landscape-charting-a-unified-course>, pp 6-13
- *“Career Guidance and Counseling.”*  
<http://www.nrccte.org/core-issues/career-guidance-counseling>

#### Discussion:

1. What industry sectors are hiring within your community? How does this relate to fields in which students are interested?

#### Action Plan Activities:

- **Data Collection:** To begin your Action Plan, gather the following data:
  - ✓ How many of your graduates attend four year colleges immediately after high school? Community College? Voc/Tech programs? Military? Straight to work?
  - ✓ How many of your students graduate with a completed ECAP?
  - ✓ Review the data beginning on page 39 of Arizona’s Economic Development Landscape, and find your city (or nearest city, if you are in a rural area). Identify which areas of industry are being targeted in your action plan. Do you have relationships with these industry sectors now?

## Session Two:

### Career and Technical Education for Career Readiness

#### The Educator will:

- Explore the role which CTE plays in career readiness of students through research articles and anecdotal evidence;
- Learn about evidence-based practice that will promote student enrollment in CTE Programs of Study;
- Learn about incorporating the Arizona Workplace Employability Skills into lesson planning and career guidance, and classroom activities;
- Explore AZ Programs of Study and identify which are currently available on their campus.,
- Continue working on Action Plan to clarify the collaboration between school counselors and the CTE department.

#### Videos/Multimedia:

#### Readings:

- *“How Career and Technical Education Can Help Students Be College and Career Ready: A Primer:”*  
<http://www.aypf.org/wp-content/uploads/2013/04/CCRS-CTE-Primer-2013.pdf>
- *“School Counselors as CTE Stakeholders:”*  
<http://careertech.org/sites/default/files/CounselorsasCTEStakeholders-June2009.pdf>

#### Discussion

- Does your district have a CTE counselor? If not, how does the school counseling office collaborate with the CTE director? Have you experienced any pitfalls with your CTE department? Any successes?

#### Activities:

- Check out the CTE Leadership Continuum website, and make sure to view the CTE PowerPoint presentation located at [Azleads.org](http://Azleads.org).
- Schedule a meeting with a CTE Counselor or Director within your school district. Ask the following questions:
  - ✓ What do you perceive the role of the school counselor be in regards to CTE programming?
  - ✓ In your mind, how can we collaborate better?

#### Action Plan Activities:

- After the meeting with the CTE Counselor/Director at your school/district, identify ways in which the school counseling office can collaborate with CTE to promote career development.

## Session Three:

### Engaging the Student in Post-Secondary Planning through Effective ECAP Implementation

#### The Educator will:

- Explore the significance of school counselor involvement in supporting students with the career and post-secondary planning process through ECAPS;
- Consider how to engage students academically by understanding the relevance of current coursework to future career pathways (Arizona Programs of Study?);
- Identify strategies to increase the attention paid to career planning during discussions about high school coursework;
- Explore learning strategies for helping students understand the relevance of post-secondary education for specific career options;
- Learn about online career planning resources (AzCIS, Naviance, Kuder, etc.) and career assessments used in Arizona and consider how they can be used with students in career and educational planning.

#### Explore

- [www.azprogramsofstudy.org](http://www.azprogramsofstudy.org): Does your school have Programs of Study? If so, what is offered? Will this website assist you in your work with your students?

#### Readings

- “The Importance of Interest Inventories in Career Lessons.”  
[http://www.ncwd-youth.info/sites/default/files/PracticeBrief\\_1.pdf](http://www.ncwd-youth.info/sites/default/files/PracticeBrief_1.pdf)
- “The Nature and Use of Individualized Learning Plans as a Promising Career Intervention Strategy,” by Solberg, et al.  
(<http://sites.bu.edu/miccr/files/2015/03/The-nature-and-use-of-individualized-learning-plans-as-a-career-intervention-strategy.pdf>)
- Worksheet about AzCIS, Naviance and Kuder

#### Discussion

- ✓ Have you encountered students who have been disengaged in the career exploration process? What tactics, if any, were met by success?
- ✓ The Solberg articles discusses some challenges with implementing ILPs, or ECAPs. What challenges have you encountered in your school? How have you been successful in overcoming them?

#### Activities

- Share at least one lesson plan you have used or will use related to career development for students. This could be an ECAP lesson, an interest inventory lesson, etc.
- Action Plan Item: Develop or adapt an existing lesson plan to use with your student population. If another participant shared a lesson that worked well with their students, feel free to use that one.
- If your school uses a career planning tool already, do you feel fluent in it? Are all parties who need to be familiar with it where they need to be?
- Watch (*collect videos for this, promotional? Student-made?*): Youtube videos about AzCIS, Kuder and Naviance, if your district doesn't use one of these already, and identify one that might work for your school.

## Session Four:

### Collaborating with Local Businesses and Employers

#### *The Educator will:*

- Learn how to involve local business, industry, and employers in participant's programming to identify community specific workplace needs;
- Develop strategies to collaborate with local businesses through internships, job shadowing, apprenticeships, career presentations, etc.
- Contact three local employers to determine their needs and add this information to their Action Plan.

#### Videos:

- Student testimonials who have participated in various collaboration efforts?

#### Reading:

- [http://www.hamiltonproject.org/files/downloads\\_and\\_links/expand\\_apprenticeship\\_opportunities\\_united\\_states\\_lerman.pdf](http://www.hamiltonproject.org/files/downloads_and_links/expand_apprenticeship_opportunities_united_states_lerman.pdf)
- Swiss Model?  
[http://blogs.edweek.org/edweek/global\\_learning/2015/07/why\\_we\\_need\\_an\\_apprenticeship\\_program\\_for\\_high\\_school\\_students.html?r=1276716976&preview=1](http://blogs.edweek.org/edweek/global_learning/2015/07/why_we_need_an_apprenticeship_program_for_high_school_students.html?r=1276716976&preview=1)  
<http://www.shrm.org/hrdisciplines/staffingmanagement/articles/pages/us-swiss-apprenticeships.aspx>
- Something about benefits/differences of internships, job shadowing, apprenticeships;

#### Discussion:

#### Activities:

- Reach out to three local industries in your community to investigate the possibility of students working with them to earn credit.  
OR
- Schedule a meeting with your principal to discuss what it would take to provide work-based learning for your students.