Nebraska Career Education System

Revitalizing Workplace Experiences in CTE

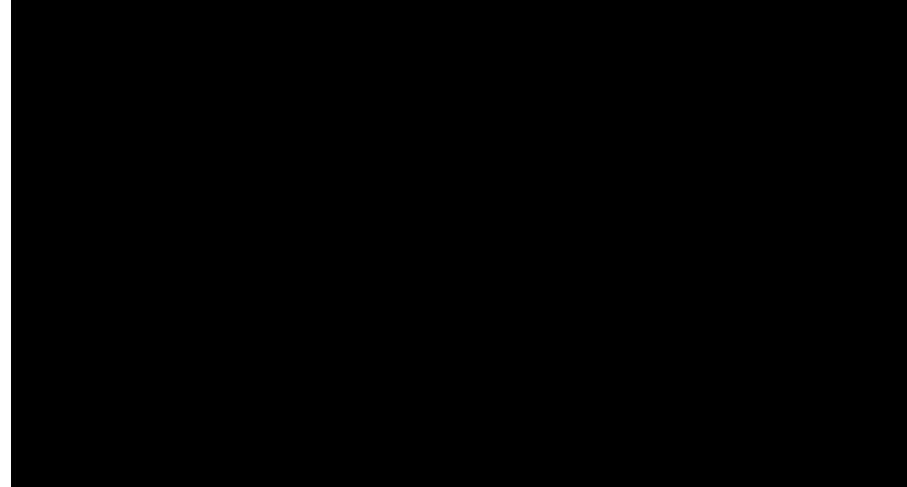






Today's Career Education



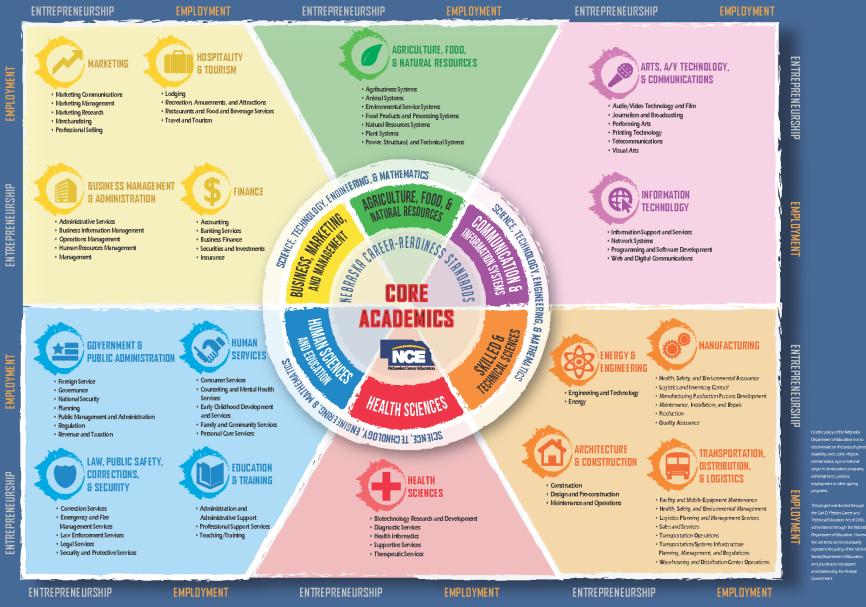






NEBRASKA CAREER EDUCATION MODEL





www.CFStandards.education.ne.oov

ANADTEN FROM NASPICIES / NOTEF CAREER CLUSTERS: DATHWAYS TO COLLEGE AND CAREER READINESS. DEVELOPED BY THE NERRASKA DEDARTMENT OF EDUCATION

Nebraska's Career Education System

☑ World-class CTE

(programs of study, facilitates, equipment)

✓ Career Readiness

(career development, career readiness standards)

Education, Business/Industry
Partnerships

(advisory councils, speakers, lab assistants)

Workplace experiences

(internships, shadowing, entrepreneurship)



Defining Workplace experiences

Instructional strategies that prepare students for success in careers through engagement with business, industry and community professionals.

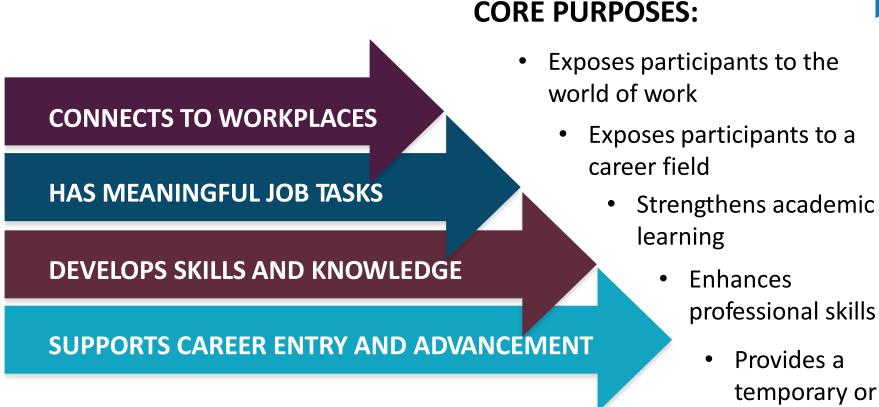






Workplace Experience Purposes









permanent job

Why Revitalize Workplace Experiences?

- Students may be 19-20 before they take their first full-time job.
- According to Gallup, business leaders value an internship or onthe-job training more than the college major or college grades of employees.
- Students who have four or more exposures to work earn 18% more.





Source: Gallup-Purdue Index Report, 2014

Why Revitalize Workplace Experiences?

Students who had "experiential and deep learning" have more than double the odds of being engaged in their work.

- ✓ Long-term projects
- Internships or employment
- Involvement in activities and organizations

Source: Gallup-Purdue Index Report, 2014

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HOME INTRO CONTINUUM AWARENESS EXPLORATION WORK-BASED LEARNING FORMS EMPLOYER INFO







AWARENESS

EXPLORATION





FORMS



EMPLOYER INFORMATION

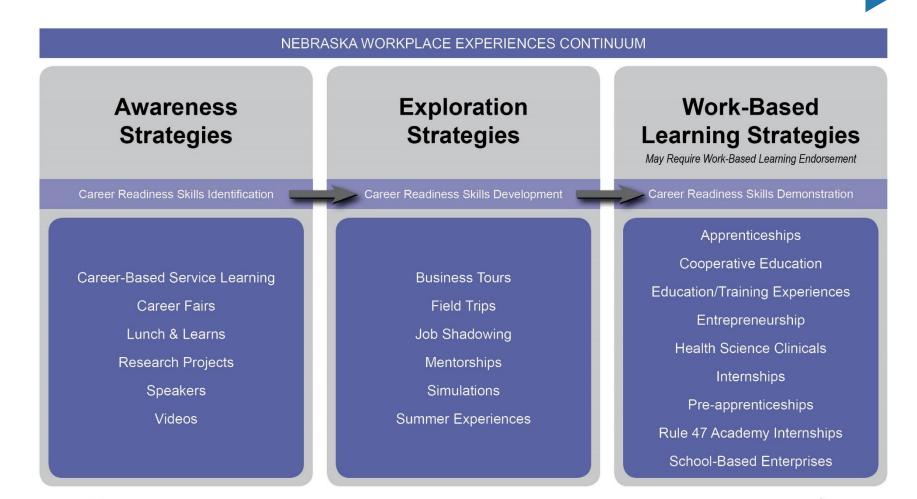


CONTACT US

Nebraska Career Education PO Box 94987 301 Centennial Mall South Lincoln, NE 68509-4987 Gregg Christensen Entrepreneurship Education/Work Based Learning 301 Centennial Mall South, PO Box 94987 Lincoln, NE 68509-4987 gregg.christensen@nebraska.gov 402.471.433 Nebraska Entrepreneurship Education Work-based Learning



Workplace Experiences Continuum



Nebraska Workplace Experience Continuum – Work Awareness Strategies

	Career Education Instruction	Career-Based Service Learning	Career Fair	Career Research Project	Career Video	Guest Speaker	Lunch & Learn Session
Required Teacher Certification CE Endorsed Teacher Nebraska Teaching Certificate		Nebraska Teaching Certificate					
Concurrent Classroom Instruction	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Grade Level	6-12	K-12	K-12	K-12	K-12	K-12	6-12
Summeris on an extendedis ofSchoolcontract, and thecoCreditstudent is enrolled instudent		Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)
Credit	Option for class credit	Option for class credit	Option for class credit	Option for class credit	Option for class credit	Option for class credit	Option for class credit
Coordination /Supervision	CE Certified Teacher	NE Teaching Certificate					
Required Plans and Agreements	NA	NA	NA	NA	NA	NA	NA
Students Paid for Work	NA	NA	NA	NA	NA	NA	NA

This document is intended only as an overview of current and potential future work-based learning options under consideration. It is not a legal interpretation and is not a substitute for legal advice. It is not a statement or interpretation of child labor laws.

Nebraska Workplace Experience Continuum – Work Exploration Strategies

	Business Tour	Field Trip	Job Shadow	Mentorship	Simulation	Summer Camp	Summer Experience
Required Teacher Certification	Nebraska Teaching Certificate						
Concurrent Classroom Instruction	Incorporated with a class assignment						
Grade Level	7-12	7-12	7-12	7-12	7-12	7-12	7-12
Credit	Usually incorporated as a class assignment						
Coordination /Supervision	Class Instructor						
Required Plans and Agreements	Incorporated as a class assignment with follow- up student reflection on the experience	Incorporated as a class assignment with follow- up student reflection on the experience	Incorporated as a class assignment with follow- up student reflection on the experience	Incorporated as a class assignment with follow- up student reflection on the experience	Incorporated as a class assignment with follow- up student reflection on the experience	Incorporated as a class assignment with follow- up student reflection on the experience	Incorporated as a class assignment with follow- up student reflection on the experience
Students Paid for Work	No						

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Nebraska Workplace Experience Continuum – Work Based-Learning Strategies

	Apprenticeships	Cooperative Education	Education and Training Experience	Entrepreneurship	Health Science Clinical	Internship	Pre- Apprenticeship	Rule 47 Career Academy Internship	School-Based Enterprises	Supervised Agricultural Experience
Required Teacher Certification	NA	CE Endorsed Teacher with Work-Based Learning Endorsement	Nebraska Teaching Certificate	CE Endorsed Teacher with Work-Based Learning Endorsement	Health Science Teaching Certificate with Work-Based Learning Endorsement	CE Endorsed Teacher in Instructional area with Work- Based Learning Endorsement	CE Endorsed Teacher with Work-Based Learning Endorsement	CE Endorsed Teacher in Academy area with Work- Based Learning Endorsement	CE Endorsed Teacher	AFNR Teaching Certificate Work-Based Learning Endorsement
Concurrent Classroom Instruction	Yes – offered through apprenticeship	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Grade Level	Must be 18	11-12	11-12	9-12	11-12	11-12	11-12	11-12	9-12	7-12
Summer School Credit	NA	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	NA	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)	Yes (if the Coordinator is on an extended contract, and the student is enrolled in summer school.)
Credit	NA	Option for class credit and work credit	Optional credit for work experience	Optional credit	Optional credit for work experience	Optional credit for work experience	Optional credit for work experience	Optional credit for work experience	Optional credit for work experience	Optional credit for work experience
Coordination /Supervision	Provided by apprenticeship program	Work-Based Learning Supervisor	Education and Training Teacher	Work-Based Learning Supervisor	Health Science Teacher	Aligned Instructor	CE Certified Teacher	Academy Teacher	CE Certified Teacher	AFNR Certified Teacher
Required Plans and Agreements	Training plan and training agreement	Training plan and training agreement	Education and Training Internship Agreement and Professional Work Sample Portfolio	Training plan and training agreement	Clinical Internship Training Agreement, Student Confidentiality Statement, and CPR Certification	Training plan and training agreement	Training plan and training agreement	Education and Training Internship Agreement and Professional Work Sample Portfolio as required by the Academy	Training Plan	Training plan and training agreement
Students Paid for Work	Paid	Yes	Usually No	Yes	Usually No	Yes	May be paid	May be paid	Usually No	May be paid

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HOME INTRO CONTINUUM AWARENESS EXPLORATION WORK-BASED LEARNING FORMS EMPLOYER INFO

FORMS

Agency Evaluation (Potential)

Use this form to predict training site, employer, and mentor effectiveness.

Agency Evaluation (Student) Use this form to grade your training, mentor, and working conditions.

Business|Community Survey

Use this form to determine student employment possibilities.

Business Orientation

Use this form to detail your onboarding experience.

Contract Program of Work

Use this form to detail your objective, implementation, and measurable evaluation.

Coordinator Duties and Responsibilities

Use this form to rate trainees according to the Career Readiness Standards.

Enrollment

Use this form to describe your past work experience and identify which businesses you'd prefer to work for.

Extended Contract Itinerary

Use this form to detail places, persons, and work to be done.

Follow-up Form (Student)

Use this form to provide your post-graduation status

Interview Evaluation

Use this form to evaluate interviewees according to appearance, personality, desire, and career objectives.

Introduction Card

Use this form to evaluate interviewees according to appearance, poise, attitude, and verbal expression.

Job Interview Practices

Use this form to review the do's and don'ts of interviewing.

Proof of Insurance and Emergency Contact Form Use this form to provide and attach your insurance plan information.

Student Interview Questions

Use this form to review 15 constructive interview questions.

Teacher Recommendation

Use this form to rate effective teacher qualities and habits such as dependability, leadership, and attendance.

Training Agreement

Use this form to gain a cooperative training mentor.

Training Plan

Use this form to highlight and rate task(s) objective, status, and progress.

Travel Log

Use this form to detail your travel destination, purpose, contact person, and mileage.

Visitation Log

Use this form to detail your workplace visits.

Weekly Wage

Use this form to provide your site, supervisor, and number of hours worked.

Workplace Experience

Use this form to acknowledge, agree, and abide by the Work-Based Learning rules.

Significant Employer Concern:



Career **Readiness Skills** (Employability Skills)



Career Readiness Concerns



Research from Bentley University:

62% of employers see career readiness as a significant problem

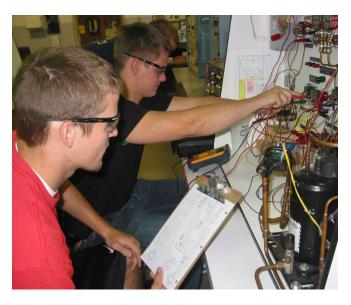
74% believe that the lack of readiness contributes to the economic problems we are facing today

Career Readiness Concerns



50% Poor Work Ethic

- 47% Poor Time Management Skills
- 38% Lack of Organizational Skills
- 35% Not Confident
- 32% Cannot Speak Well to a Group
- **30% Poor at Decision-Making**
- 29% Can't Work on a Team
- **28% Lack Relevant Work Experience**
- 25% Don't Write Well
- **19% Lack Ability to Take Risks**
 - **9% Not up to speed on technology**



Career Readiness Concerns



Top three concerns from Nebraska employers

- 1. Inability to separate personal and professional
- 2. Attendance, expectations
- 3. Working with others, respect



Career Readiness Concerns -



Leadership Skills required in the Future Workforce

Collaborative leadership Working together with a group to solve a problem or create a new product

Shared credit and shared responsibility



Active listening and effective questioning

Effective brainstorming and decision-making

Contributing without concern for personal gain

Quality

Ability to follow directions

Ability to learn

Commitment to career

Communication skills

Customer service

Discipline, ability to complete something

Lack of initiative

Maturity

Motivation

Sense of entitlement

Teamwork

Thinking skills

Career Readiness Concerns -CareerBuilder





www.education.ne.gov/nce/Standards.html

checklist

\square		Standard/Benchmark
	\$	Applies appropriate academic and technical skills Academic skills and technical skills complement one another. A career ready individual applies
		these skills in a strategic manner to accomplish workplace tasks.
		A. Academic Attainment
		B. Technical Skill Attainment
		C. Strategic Thinking
		Communicates effectively and appropriately
		Expressing ideas, providing instruction, informing others, sharing knowledge and providing customer service are critical in a career.
		A. Speaking
		B. Writing
		C. Presentations
		D. Professional Etiquette
		E. Customer Service
		Contributes to employer and community success
	Ϋ́́Ϋ́́Υ	Career ready means more than attending to self-interest. It also means the ability to see the bigger picture of playing a role in the success of the employer and community through personal, civic and community actions.
		A. Personal Responsibility
		B. Meets Workplace Expectations
		C. Civic Responsibility and Service
		Makes sense of problems and perseveres in solving them
	ì †ŕ	Recognizing and solving problems is a daily requirement of nearly every American worker and entrepreneur. From small technical issues, to group dynamics, to design of overall systems, opportunities abound for the career ready individual to solve problems in the workplace.
		A. Perceptiveness
		B. Problem Solving
		C. Perseverance/Work Ethic
	2	Uses critical thinking
	Į.	Nearly all careers now require interaction with complex systems of technical components, complex, dynamics of people or both, Many decisions are not simple and straightforward; rather, they require the ability to intelligently reason through and make complex decisions.
		A. Critical Thinking
		B. Decision-Making
		C. Adaptability



\square		Standard/Benchmark
	9	Demonstrates innovation and creativity
	Ĭ	The 21st century workplace requires innovation through creative thinking. Successful individuals will be expected to generate and share new ideas.
		A. Creativity
		B. Innovation
	ŧŤŧ	Models ethical leadership and effective management The ability to influence others relies on leadership. Today's workplace provides greater transparency and accountability where the ability to ethically lead and manage is essential.
		A. Leadership
		B. Ethics
		C. Management
	<mark>ке</mark> л	Works productively in teams and demonstrates cultural competency Teams of individuals with diverse cultural backgrounds have become the new norm of operation in the American workplace. The career ready individual is prepared to collaborate with colleagues representing various backgrounds.
		A. Teamwork
		B. Conflict Resolution
		C. Social and Cultural Competence
	Ĩ	Utilizes technology The career ready individual has an understanding of how to use technology and apply it successfully in the workplace. Advances in technology require individuals to quickly learn and use many tools and applications.
		A. Data Gathering, Access and Management
		B. Tools and Applications
		C. Technology Ethics
	*	Manages personal career development Managing a personal career includes exploration, preparation and participation. Each person is responsible for creating and maintaining their own career. Career management includes understanding and meeting the expectations for behavior and skills in the workplace.
		A. Planning
		B. Job Seeking
		C. Résumés, Portfolios and Interviews
		D. Professional Development
		E. Entrepreneurship
	Å™	Attends to personal and financial well-being The career ready individual recognizes the benefits of physical, mental, social and financial well-being to be successful in a career.
		A. Personal Well-being
		B. Financial Well-being
	-	

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Work-Based Learning Endorsement

- Currently called Coop/DO endorsement
- Endorses recipient to coordinate, teach, and supervise programs of instruction that develop career and life skills
- Will require a minimum of three (3) semester hours in the supervision and coordination of work-based learning programs
- Available only to those who have either (A) 1,000 of verified hours of paid work-based experience, or (B) at least 300 hours of supervised work experience under the direction of the college or university recommending the endorsement





Workplace Experience Strategy – **Virtual Career Tours**

HEAR FROM PROFESSIONALS. LEARN FROM EXPERIENCE.

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Experience virtual industry tours that provide a unique opportunity to get a glimpse inside Nebraska-based industries without leaving your home or classroom.



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Discussion Guides and Career Readiness Resources are available at: WWW.NEBRASKACAREERCLUSTERS.COM/RESOURCES



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Rise of the Rest...





https://vimeo.com/185901512

Workplace Experience for Students with Special Needs



NEBRASKA	• Who is guiding the student? • Who is guiding the student? • How is job exploration coordinated with other plans for transition the Personal Learning Plan, IEP, ISP, IPE? • Who needs to be at the table?	ACTIVITIES Middle School Career Tours ENGAGE - Career Education Curriculum Job Observations	NAME			
JOB EXPLORATION	Who is accountable for the student plan/s? How often is the student plan reviewed? How is active student involvement facilitated? How is parental involvement encouraged? Who is coordinating referrals to agencies?	Nebraska Career Connections NECareerTours.com (activity) Guest Speakers	Grades 12+	Grades 11 - 12	Grades 9 - 10	Middle Scho
WORK-BASED LEARNING	 How are multiple plans for transition coordinated? Who is in charge of creating opportunities for and supervising work-based learning? How is information from the work experience being applied to the transition plan? Have appropriate safeguards, regulations and standards been followed? Who is coordinating referrals and information to agencies? 	Business Tours Job Observations Career Exploration Searches Guest Speakers Service Learning Entrepreneurship Experience	Business Tours H3.ne.gov (activity) Job Fairs Nebraska Career Connections NECareerTours.com (activity) NEworks	Career Education Classes H3.ne.gov (activity) Job Shadow Job Observations Nebrask Career Connections NECareerTours.com (activity) Career Fairs	Career Education Classes Business Tours Job Shadow Job Observation Nebrask Career Connections NECareerTours.com (activity) Career Fairs	Career Tours ENGAGE - Career Education (Job Observations Nebraska Career Conne NECareerTours.com (ac Guest Speakers
TRANSITION &	Who is aligning high school classes and schedules with career interests? How are student experiences, assessments, & skills being used to develop realistic goals? How are post-school applications, scholarships, and funding sources being investigated? Who is coordinating referrals to agencies? Who is coordinating referrals to agencies?	Career Readiness Skills Personal Learning Plan IEP Skill Inventories Career Interest Inventories	Apprenticeship Customized Employment InternNE Internships On-The-job Training Project Search Work Experience Service Learning Entrepreneurship Experience	, Internships Pre-Apprenticeship Project Search School Work-Based Learning Wages CBVI Service Learning Entrepreneurship Experience	Informational Interviewing Job Shadow Business Tours Service Learning Entrepreneurship Experience	Business Tours Job Observations Career Exploration Sea Guest Speakers Service Learning Entrepreneurship Expei
WORKPLACE READINESS TRAINING	What the student's career goals? What steps need to be taken to reach those goals? What supports and/or resources does the student need to reach his/her career goals? What supports and/or resources does the student need to reach his/her career goals? Who is coordinating career readiness training experiences with other agencies? Who is providing training for career readiness skill development? How does explicit instruction in career readiness skills happen for all students?	Assessments: Formal/Informal Nebraska Career Connections ENGAGE – Career Education Curriculum Service Learning Assistive Technology	Career Readiness Skills Personal Learning Plan IEP / IPE / DD ISP (age 21+) Skill Inventories Career Interest Inventories Assessments: Formal/Informal	Career Readiness Skills Know How To Go – EducationQuest Postsecondary Campus Visits Reality Check – EducationQuest Personal Learning Plan IEP / VR-IPE Skill Inventories Career Interest Inventories Assessments: Formal/Informal	ASVAB Career Planning Website Career Readiness Skills Personal Learning Plan IEP Transition Plan (age 16) Skill Inventories Career Interest Inventories Assessments: Formal/Informal	Career Readiness Sk Personal Learning Pl IEP Skill Inventories Career Interest Invento Assessments: Formal/In
SELF- DETERMINATION	Who is supporting development of self-advocacy skills? How does the student demonstrate decision-making skills & use of community resources? What are the student's plans to reach his/her goals?	Person-Centered Planning Student-led: Parent Conference IFP	Career Readiness Modules Nebraska Habitudes Training Mock Interview NE Career Readiness Appraisal Review Service Learning Assistive Technology	Career Readiness Modules Nebraska Habitudes Training NE Career Readiness Appraisal Mock Interview Service Learning Assistive Technology	Nebraska Habitudes Training Career Readiness Standards Introduction Service Learning Assistive Technology	Nebraska Career Conne ENGAGE – Career Education Service Learning Assistive Technolog
			Customized Employment Person-Centered Planning Student-led: Parent Conference, IEP Work values & skills	Person-Centered Planning Student-led: Parent Conference, IEP Rights: ADA, IDEA, 504	Person-Centered Planning Student-led: Parent Conference, IEP	Person-Centered Plan Student-led: Parent Confer

Questions?





