

WAYS TO GET INVOLVED

A range of opportunities exist for businesses and employers to get involved in Education at Work programs. All options provide opportunities to:

- Help prepare students for college, career, and life
- Connect academic experiences to real-world application
- Improve overall student success
- Improve Humboldt County's economy by developing a strong work force

CAREER SPEAKERS/PANELS

Grade level: K-16 **Commitment:** One time

What is it: Be a classroom presenter or part of speaker panel. Share information about potential career and educational paths, types of jobs available and on-the-job tasks. Generally facilitated by a classroom teacher or panel mediator. Presenters are often supplied with sample questions and guidelines for information to prepare.

Preparation needed: Minimal. Be ready to share about your career pathway and yourself and/or business.

FIELD TRIPS

Grade Level: K-16 **Commitment:** One time

What is it: Host a group of students at your work place and give a meaningful tour with information about your business. Share career opportunities that exist and what potential educational or training pathways are preferred.

Preparation needed: Logistics and ability to accommodate a large group or have additional facilitators available to lead tours with smaller groups simultaneously.

CAREER EXPLORATIONS FACILITATOR (LIVE!)

Grade Level: 7-12 **Commitment:** 7-10 one-hour sessions at a middle or high school

What is it: With support from the Decade of Difference staff who coordinates activities, the Live! facilitator leads weekly classroom sessions and moderates career and leadership exploration sessions with students.

Preparation needed: Facilitation and panel moderator skills, ability to help students interact with and ask questions from community guests.

ADVISOR

Grade Level: 9-16 **Commitment:** One to two evening meetings per year

What is it: Participating on an industry advisory board. Guide teachers/instructors in best practices to ensure classroom curriculum aligns with industry practices and needs. Advisory meetings are usually held twice per year and last 1-2 hours

Preparation needed: None

➤ More on reverse

hcoe.org/cte

JOB SHADOWS

Grade Level: Generally 9-16, sometimes 7-8

Commitment: Generally a one-time visit but can be adjusted to meet the needs of those involved

What is it: Invite a student interested in your business or industry for a day or period of time to allow the student to observe, learn and gain perspective into what a typical work day looks like.

Preparation needed: Schedule a job shadow visit on a day that will offer meaningful insight. Make sure there are no confidentiality/policy issues within your organization that would be preventative or interfere with the students' visit. Enjoy interacting with youth.

INTERNSHIP

Grade Level: 9-16

Commitment: Ongoing; Ideal internships are 120 hours, but can vary depending on agreed upon outcomes

What is it: Host a student at your job site who is interested in learning about career opportunities, developing skills, and exploring your field or industry as a possible career pathway. Students have a set schedule and report at predetermined times. Internships can be paid or unpaid

Preparation needed: An application and specific documents need to be completed by employer, family, student and teacher to legitimize the internship. This paperwork is available on the following website: <http://www.humboldt.k12.ca.us/cte.php> A supervising teacher will lead the paperwork process and will work with the employer to assure appropriate job assignments for the student. The supervising teacher will also make site visits periodically to assist with student success.

JUDGE PARTICIPATION

Grade Level: 6-16 **Commitment:** Short term; Can either be one-time or through a series of needed dates

What is it: Industry partners are needed to rate student work. Depending on the design of the program this can involve mentoring (see below), viewing student work, rating and/or critiquing the work, and delivering feedback to students and/or teachers.

Preparation needed: Minimal. Industry partners are generally supplied with the necessary materials and guidelines for successful participation.

MENTORING

Grade Level: 6-16 **Commitment:** Ongoing, sometimes short term, occasionally one-time

What is it: Guide and share best practices within given industry to assure success for students. Mentoring can range from participating in a class/lab setting-assisting with teaching, coming in and teaching a specialty lesson or series, or working alongside a student developing a business plan. Mentoring can vary depending on agreed upon goals and outcomes between the student, teacher, and industry partner.

Preparation needed: May vary depending on project and time-frame.