

Standards For Career and College Prep

Course Description:

Career and College Prep provides students with opportunities to explore the skills needed to make informed decisions as they progress through high school related to further education and/or employment in a career field of their interest upon graduating high school. This course meets financial literacy requirements and meets requirements for the first course in the Career Research and Development CTE completer program.

The Essential Discipline Goals are:

- * develop competency in Skills for Success including the ability to communicate, solve problems, and work individually and in teams.
- * participate in the career development process including self-awareness, career awareness, career exploration, and job seeking.
- * create awareness of personal characteristics, interests, aptitudes and skills.
- * develop skills to manage personal finances including knowledge of housing and transportation expenses.
- * apply financial literacy to make informed, responsible choices and decisions related to personal earning, spending, and saving plans.

The course includes a portfolio development project, Using Maryland's Career Development Model that includes artifacts of self-awareness, career awareness and evaluation of career and academic choices.

Essential Curriculum

SFS.10. Self Awareness Acquire and apply self-knowledge in order to develop personal learning and career goals. (MCDF Standard 1)

- SFS.10.01. Demonstrate positive interpersonal skills and respect for diversity to facilitate one's career development. (MCDF Standard 1, Indicator B)
- SFS.10.02. Recognize that growth and change are integral parts of the career development process. (MCDF Standard 1, Indicator C)
- SFS.10.03. Demonstrate communication skills that contribute to positive relationships including verbal and nonverbal behaviors and attitudes.
- SFS.10.04. Demonstrate effective listening and feedback techniques.
- SFS.10.05. Explore the importance of growth mindset and self-esteem.
- SFS.10.06. Identify personal traits related to values, skills and learning styles through self-assessment inventories.
- SFS.10.07. Learn the process for setting and achieving personal and professional goals.

SFS.20. Career Awareness Students shall use the Maryland Career Clusters and career pathways including Career and Technology Education (CTE) programs of study in order to understand their relationship to educational achievement and life-long learning. (MCDF Standard 2)

- SFS.20.01. Understand the relationship between school performance and future employment choices. (MCDF Standard 2, Indicator B)
- SFS.20.02. Recognize that decision-making is an important part of an individual's career development (MCDF Standard 2, Indicator D).
- SFS.20.03. Participate in interests and abilities self-assessment activities.
- SFS.20.04. identify occupational skills that relate to students' values, learning styles to inform planning for careers and education and/or training beyond high school.
- SFS.20.05. Demonstrate an understanding of job markets and labor market data.

SFS.20.06. Evaluate how education choices, interests, skills, career choices, and economic conditions affect personal income. (PFL Standard 2)

SFS.30. Financial Literacy Students will apply financial literacy reasoning in order to make informed, financially responsible decisions. (PFL Standard 1)

SFS.30.01. Examine the need for personal and family financial planning. (PFL Standard 3)

SFS.30.03. Participate in simulations or learning experiences that demonstrate understanding of checking and savings accounts, interest, insurance, taxes, and loan applications. (PFL Standard 4,5,6)

SFS.30.04. describe the risks and responsibilities associated with using credit. (PFL Standard 4)

SFS.40. Transportation

SFS.40.01. Apply consumer skills to acquire and maintain transportation that meets the needs of individuals and family members. (PLF Standard 4)

SFS.40.02. Understand concepts related to buying versus leasing, and apply financial skills including financing, credit, interest, and insurance. (PFL Standard 4, 5)

SFS.50. Housing

SFS.50.01. Apply consumer skills necessary to develop a budget and explore the financial implications for living on your own. (PLF Standard 3,4)

SFS.50.02. Discuss lease agreements, property management, insurance and maintenance (PLF Standard 4,6)

SFS.60. Career Exploration Students shall assess career cluster choices and related career pathways including Career Technology Education (CTE) programs of study in order to develop an academic and career plan. (MCDF Standard 3)

SFS.60.01. Understand how accurate, current, and unbiased career information is necessary for successful career planning and management.

SFS.60.02. Participate in a variety of career-related assessments to create awareness of their career preferences.

SFS.60.03. Review high school plans, including post-secondary options, and make modifications on an annual basis. (MCDF Standard 3, Indicator A)

SFS.60.04. Understand options available to students including dual enrollment, CTE completer programs, advanced placement, industry certifications, two-year colleges, four-year colleges, technical schools, work study, internships and apprenticeships

SFS.70. Job Seeking Students shall demonstrate skills to secure, maintain and advance in employment (MCDF Standard 5)

SFS.70.01. Demonstrate job seeking skills such as resume writing and interviewing needed to Obtain, maintain and advance in one's career;

SFS.70.02. Develop and practice positive strategies to work with others in a diverse environment.

SFS.70.03. Practice workplace readiness skills including the Skills for Success;

SFS.70.04. Develop a career portfolio to demonstrate academic and technical preparation leading to employment and postsecondary education.