

Applying Skills to a Career Category

This lesson is designed to help students understand how learning their skills in high school can help lead them to potential careers.

OBJECTIVES

Students will...

1. Learn the difference between skills and technology skills
2. Complete the Skills assessment in MEFA Pathway
3. Use their Skills assessment results to explore careers and identify a career category suited for them

ACTIVITIES

PART 1

Content Knowledge

Developing skills is important for students because it prepares them for postsecondary success.

Have a class discussion around the difference between skills and technology skills. Explain to students that skills are interpersonal or people skills - they often relate to one's personality and ability to relate to others. Technology skills are measurable and teachable and include specific technical knowledge and ability.

Ask students why it's important to develop various types of skills. Answers may include:

- Amplifies employment and career development opportunities
- Helps you grow as an individual
- Helps you stand out from the crowd
- Helps you gain insight on achievement and capabilities

PART 2

Applying Information

Have students log in to MEFA Pathway and navigate to the *Self Discovery* page under the *Discover Careers* tab. Students should complete the *Skills Assessment*. Remind them to save the results of the assessment once they finish. Students will rate their level of experience and review the results. If they have already completed the assessment, they can skip the assessment and instead go back and review their results. On the results page, students can click the green **ADD TO MY SKILLS** button. They will receive a pop-up listing their skills. They can remove any that they don't want to keep and then click the green **YES, ADD TO MY SKILLS** button to add the skills to their *My Skills* list on their *My Profile*, which can be found by clicking *About Me*.

Grade Level: 9

MEFA PATHWAY SECTIONS WITHIN THIS LESSON:

- Skills Assessment
- Discover Careers
- My Careers
- My Journal
- My Profile

DOMAIN:

- Academic Skills
- College & Career Exploration

TIME:

- 45 minutes

MATERIALS NEEDED:

- Internet connection to work with the MEFA Pathway website

FUTURE READY SKILLS:

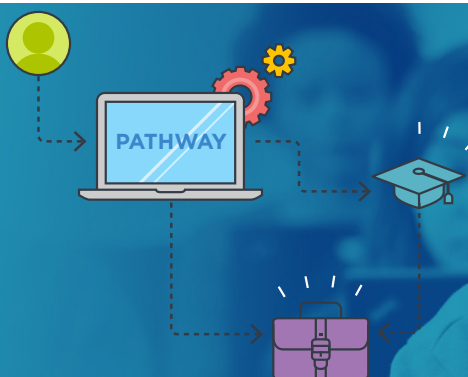
- Evaluating
- Time Management
- Communication

VOCABULARY:

- Skills
- Technology Skills

Email any questions to:
k12support@mefa.org

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LESSON PLAN

PART 3

Evaluating Information

Students will now determine which careers share a similar skill set to those they desire to use.

Students should navigate to the *Career Search* page under the *Discover Careers* tab. Review how the filters work. Using the filters on the left navigation bar, students should click "USE MY SKILLS" in the *Skills* and/or *Technology Skills* section to populate a career list based on their assessment results.

Direct students to click on careers of interest to learn more about a particular career. Students should save up to three careers to their *My Careers* from each set of results by clicking on the green "SAVE" button. Students should think about the following questions.

- Does the projected growth of the career favor well? If not, what factors might be influencing this outlook and how might you need to differentiate yourself within a competitive job market?
- Do the daily tasks and work activities align with your interests and values?
- Does the median wage (annual/hourly) meet your lifestyle goals?
- After saving at least three careers to your *My Careers*, is there a career category that is consistent?

PART 4

Critical Thinking/Creative Application

Instruct students to create an entry in *My Journal* under the *About Me* tab answering the following questions:

1. What is the career category appearing most on your *My Careers*?
2. What skills may you need someday in a career?
3. Are there skills you are practicing today that you may use in your future career?
4. What is an experience you've had that has helped you develop a work-related skill?
5. What is a current or upcoming experience that has you practicing this skill?
Make sure to explain what you are learning or hope to learn about this skill and justify how it relates to your saved careers .

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Applying Skills to a Career Category Grading Rubric

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CATEGORY	EXCELLENT 4	GOOD 3	SATISFACTORY 2	NEEDS IMPROVEMENT 1
Sequencing of Information	The information is organized in a clear, logical way.	Most information is organized in a clear, logical way.	Some information is logically sequenced.	There is no clear plan for the organization of information.
Effectiveness	The entry includes all material needed to give a good understanding of the topic.	The entry is lacking one or two key elements.	The entry is missing more than two key elements.	The entry is lacking several key elements and has inaccuracies.
Font Choice & Formatting	Font formats (size, bold, italic) have been carefully planned to enhance readability and content.	Font formats have been carefully planned to enhance readability.	Font formats have been carefully planned to complement the content. It may be a little hard to read.	Font formatting makes it very difficult to read the material.
Conventions. Student uses proper grammar, punctuation, and spelling.	The entry has no misspellings or grammatical errors.	The entry has 1- 2 misspellings, but no grammatical errors.	The entry has 1- 2 grammatical errors but no misspellings.	The entry has more than 2 grammatical and/or spelling errors.