

Career Exploration

¼ Credit

1 Quarter Course

Prerequisites: No Prerequisites

Course Description:

This course is to provide the student with an opportunity to explore a career of interest. Topics to be covered include employability skills, personal awareness of values, wants and needs relative to their career choice, using decision making steps for career planning, education search for their career, career expectations, resumes, cover letters, thank you letters, job applications, and job interviews. Students will leave the course with a career portfolio.

Course Content:

- Career interest inventories
- 16 career clusters
- Career research
- College/education research
- Resume writing
- Interview skills
- Soft skills
- Social media etiquette
- Job applications
- College applications
- Career portfolio

Course Objectives:

- Develop career awareness
- Develop employment readiness
- Acquire career information
- Identify career goals
- Acquire knowledge to achieve career goals
- Apply skills to achieve career goals
- Acquire and develop interpersonal skills