

Rationale

The Transition to Work course is designed to provide the learner with in-depth practical application, enrichment, and continuation of strategies taught within Study Skills, Language Skills, and/or Self-Advocacy. It will aid the student in the development of schemas to address the ongoing implications of their disability. This course will aid the student in the transition to the workforce.

Course Description

This course is intended to aid the student in the transition from the secondary school to the workforce. The student will explore personal strengths, weaknesses, interests, and skills and use that information to aid in setting career goals. Topics investigated include self-awareness, goal setting, exploring career choices, business correspondence, job interview skills and simulations, employer/employee relations and responsibilities, workplace behavior, and workplace etiquette. Other topics addressed include completing tax forms and taxes, personal finance, and independent living.

Prerequisites

Prerequisite: IEP recommendation

Open to: 10, 11, 12

Credit: $\frac{1}{2}$; Unit - One Semester Elective credit (May repeat for elective credit)

Course Objectives

1. The student will complete employment documents, including the resume, application, and related forms with 80% accuracy as measured by completed forms. Locally assessed. (CA1, CA3, CA4; 1.5, 1.10, 2.6, 4.8) (A+: Writing)
2. The student will complete various self-awareness and interest inventories to explore career options and possibilities with 100% accuracy as measured by completed surveys, student interviews, and teacher observation. Locally assessed. (CA3; SS7; 1.1, 1.6, 1.10) (A+: Reading)
3. The student will research career related information using the library, Internet, and other sources with 80% accuracy as measured by student reports, student interviews, and teacher observation. Locally assessed. (CA3; 1.2, 1.4, 1.7, 2.7, 4.8) (A+: Research)
4. The student will identify, define, and articulate career paths with 100% accuracy as measured by student reports and work samples, student interviews, and teacher observation. Locally assessed. (CA3; SS7; 3.1, 4.8)
5. The student will demonstrate acceptable interpersonal skills and business etiquette when interacting with consumers, co-workers, and supervisors with 90% accuracy as measured by student interviews, teacher observation, and supervisor evaluation. Locally assessed. (CA1, CA5; SS6; 2.2, 2.3, 2.6, 4.3, 4.4) (A+: Speaking)
6. The student will identify, define, and articulate appropriate workplace problem-solving strategies with 100% accuracy as measured by student interviews and teacher observation. Locally assessed. (CA1, CA4; 3.1, 3.6, 3.7, 3.8)
7. The student will apply appropriate workplace problem-solving strategies with 90% accuracy as measured by student interviews and supervisor evaluation. Locally assessed. (SS6; 1.4, 1.5, 2.6, 3.2, 3.3, 3.7, 4.4)
8. The student will assess stressful situations, develop problem-solving strategies and decision-making techniques, and create strategies to develop and maintain effective support systems in the workplace with 90% accuracy as measured by student interviews, teacher observations, and supervisor evaluations. Locally assessed. (CA6; 1.10)

BOE 7-30-09