

Company Tour Fact Sheet

Company Tour

A Company Tour is a meticulously organized Career Awareness activity during which students visit a business location, gaining insights into the company's operations, interacting with employees, posing inquiries, and observing work in action. Beyond a basic field trip or site visit, a Company Tour is meticulously planned to achieve distinct educational goals, foster informative experiences, and cultivate understanding of the business, its industry sector, its economic significance, and the array of career prospects it presents. The preparation and aftermath of a Company Tour extend to the classroom, involving student research and reflective exercises. These tours usually extend for approximately one and a half to two hours.

Company Tours are designed to:

- Provide exposure to the industry sector, potential career opportunities, and jobs.
- Build occupational knowledge.
- Develop an understanding of the education and training required for careers in the industry.
- Foster an appreciation for the business's workforce and its contributions to the community.

Company Tours are structured to:

- Deepen workplace knowledge and cultivate career awareness.
- Demonstrate the practical application of key academic concepts in real-world settings.
- Provide students with opportunities to inquire, ask questions, and observe work in progress.
- Encourage meaningful interaction between students and professional adults.

Company Tours are supported by:

- Equip students through classroom preparation and post-event follow-up.
- Encourage research on the industry, its various careers, and the hosting company.
- Assist employer partners in delivering captivating and interactive company tours.
- Provide avenues for students to reflect on their experience through verbal and written expression.

Company Tours are connected to:

- Engage in classroom learning and comprehensive preparation.
- Create personalized career development and training plans for each student.
- Establish a progressive sequence of educational, training, and workplace activities.
- Facilitate students' seamless transition to the next phase by aligning with upcoming work-based or career-related classroom experiences.

Company Tours stand as a vital element within the comprehensive spectrum of authentic work-based experiences, meticulously offered to every student actively participating in career-related programs or courses of study within North Kansas City Schools.

Career Day Support Materials

Checklists, Tip Sheets and Fact Sheets

- Coordinator Career Day Checklist
- Student Career Day Checklist
- Teacher Career Day Tip Sheet
- Employer Career Day Tip Sheet
- Employer Career Day Fact Sheet

Required Forms and Documents

- Employability Skills Profile

Implementation Tools:

- Company Tour Research Activity
- Company Tour Student Reflection

Tips for Success

Effective Company Tours encompass structured activities before, during, and after the experience. To ensure valuable outcomes that contribute to enhanced learning, consider the following guidelines:

- Thoroughly plan and prepare for the tour.
- Address safety, legal, and logistical aspects meticulously.
- Maintain open communication with all involved parties.
- Maximize the potential for learning and engagement.
- Foster a strong sense of industry awareness.
- Forge connections between the tour and classroom learning.
- Provide robust support for both students and supervisors.
- Encourage thoughtful reflection among students.

Sustaining and expanding the impact of Company Tours, alongside other work-based learning initiatives, hinges on nurturing positive relationships with participating employers. These partners should be regarded as esteemed collaborators, with regular check-ins to address any participation requirements as they emerge.