

Level of Instruction:

Senior High

Curriculum Overview:

Career Development 2201 is a mandatory two credit course which all students in high school must complete. Career Development 2201 is designed to help students develop the skills in making effective career decisions throughout their lives. The course also requires students to complete a community contribution requirement (minimum 30 hours) and to develop and maintain an *Employability Skills Portfolio* that may assist in their academic studies and career decisions.

The compulsory Community Contribution component of the course involves thirty (30) hours of volunteer activity for each student. This is a student-directed activity where students, with the help of their parents, are expected to obtain their volunteer position. The Career Development 2201 teacher is responsible for insuring that the position meets the eligibility guidelines, and that the hours are properly recorded in the Community Contribution Activity Record (CCAR). Copies of the CCAR are to be placed in the cumulative record of the student.

All students are expected to successfully complete the course and the required thirty (30) hours of volunteer activity in order to meet the graduation requirements. In the event a student fails to achieve their hours, no mark should be submitted for the Career Development course until this requirement has been met. In this circumstance, provision should be made for completing the hours after the course year is over. If a student is unsuccessful in the course but completes the 30 hours of community contribution, the hours do not have to be redone if the course is repeated

Authorized Learning Resources:

The learning resources for this course include:

- Career Development 2201 Curriculum Guide
- Careers for Life (student text)
- Careers for Life Teacher Resource
- A variety of other online and print resources

Unit Break Down/Theme/Organizers:

The four main topics in the course are:

Unit 1: Introduction and Course Organization

Unit 2: Personal Management

Unit 3: Career Exploration - Learning and Work

Unit 4: Career Preparation - Life and Work Building

Assessment:

Assessment in this course is governed by the *Assessment and Evaluation Policy* of the former Eastern School District. This policy is located at

http://www.esdnl.ca/about/policies/esd/1_IL.pdf. The regulations are located at

<http://www.esdnl.ca/aboutesd/policies/regulations.jsp?cat=I&code=IL>

Assessment and Evaluation Plan:

Component	Value
Working Portfolio Personal Interest Inventory Report, resume, cover letter, self-reflection/teacher reflection, Internet research on Career Development websites, job shadowing, job interview (Industry Standard), mini-assignments, group work etc.	50-60%
Employability Skills Portfolio (Industry Standard)	15-20%
Journal	10%
Major Assignment	10-25%
Community Contribution (30 hours minimum)	Complete
Total	100%

Notes:

i). All evidence of learning shall be considered when determining a student's final grade. Averaging shall not be used as a sole indicator of a student's level of attainment of the course outcomes.

ii). Homework and student behavior (except where specified in Provincial documents) shall not be given a value for assessment **Resource Links:**

<http://www.ed.gov.nl.ca/edu/k12/curriculum/guides/careered/index.html>