

Career Development 2201 Course Description

Career education is an **ongoing process** through which individuals integrate their personal, family, school, work and community learning experiences to facilitate career and lifestyle choices. Career Development 2201 is a two credit course offered in Level II which is designed to help all students address three major career development objectives:

1. Self Awareness (Personal Management)

To develop students' understanding and appreciation of their personal characteristics and how these relate to occupational areas of personal interest and desired lifestyles.

2. Career Planning (Learning and Work Exploration)

To enable students to utilize a variety of resources relating their skills, education, career and personal roles to an ever-changing labour market with varying economic and social conditions.

3. Career Preparation and Transition (Life/ Work Building)

To develop students' understanding of generic transferable employability skills needed to effectively manage life transitions to educational and employment opportunities..

Course Overview and Evaluation Scheme

Career Planning 2201 is designed to help students develop the skills they need to continuously make effective career decisions throughout their lives. Students increase their awareness of who they are, where they want to go, and how to get there. Students explore in school, in the community and on the internet different career choices and how these choices connect to their skills, abilities, interests, and personalities.

Community Contribution: *Mandatory Graduation Requirement*

A major focus of the course will be preparation for students to complete their **Community Contribution** requirement (30 hours minimum) established by the Department of Education. This provincial community contribution requirement must be **documented by students** in order to graduate from high school in Newfoundland and Labrador.

Course Content Portfolio

Each student is required to organize and compile a variety of materials into a hard covered binder. Materials collected throughout the course may include personal interest inventory report, internet research on career development web sites, resume, cover letter, job interview (industry standard), homework/mini assignments/group work, journal entries. The portfolio will also serve as a means for students to keep track of the total number of hours completed towards their community contribution. Binders will be collected on a regular basis for evaluation.

Employability Skills Portfolio/ Research Project

This course will also initiate the development of an Employability Skills Portfolio that students will maintain and enhance throughout their academic studies and their working career. Students will also research and present on a career of interest to them.

Class Attendance/Evaluation

Career Development is not a study course but rather a “ **challenging personal development experience.**”

It is important that you attend **all** classes. There is not a final exam in this course. “Cramming at the end of the course” is not an option. Evaluation is on-going which means that everyday there will be in-class activities and portfolio development opportunities which will be evaluated as these items are assigned. Students must draw on their personal management skills to ensure all assignments are completed and passed in on time. Your evaluation will be based upon the following components:

Evaluation:

Course Content Portfolio	Value 50%
Employability Skills Portfolio/ Research Project/ Presentation	Value 25%
Tests and Assignments	Value 15%
Class Participation	Value 10%

Please note: 30 hours of community contribution volunteering is mandatory and a student will not graduate without completing this requirement even if they pass the course.