

Career Exploration: 10th - 12th Grade Series

Lesson 4: Getting Ready for My Career

Estimated Lesson Length:	50 minute class period
Recommended Grades:	10-12th
Related LifeKnowledge Lesson:	LifeKnowledge HS 37
	
Objective(s): The student will be able to:	
✓ Compare their qualifications as recorded on their resume against a job description in which they are interested.	
Materials, Supplies, Equipment, References and Other Resources:	
Course textbook Resumes from prior day	

Lesson Plan:		
STEPS (What to Do)	Procedures (How to Perform the Step)	Time*
1. Interest approach:	<i>Review prior day.</i> After completing attendance and announcements, remind the students of the excellent progress they made in preparing their resumes. Explain that today we will be working together to compare our resumes with the jobs listings identified in Lesson 1. Growth areas will be identified and plans created to make sure that each student leaves with a clear direction on how to be ready for their career.	5 minutes
2. Resume matching	Today will start with a contest to see how well they know each other! Their task will be to match the resumes created yesterday with the right student. <i>Introduce this activity by saying:</i> I will share brief items from each resume, when you know who it belongs to, raise your hand and I will call on you for your guess. For each right answer you will receive 10 points, for each incorrect answer you will lose 5 points. If it is your resume, you need to remain silent until the class gets it right. At that point, please come forward to pick up your resume. What questions do you have? <i>If there are none, start the activity by reading general items off of the first resume. Move to more specific items until they identify the correct student.</i> Continue until all resumes are distributed.	10-15 minutes
3. Comparing the qualifications – peer review	Now that each of the students has their resume, ask them to locate the job postings they found and printed during Lesson 1. They will now be conducting a peer review of their qualifications against the job requirements. <i>Introduce this activity by saying:</i> Now that you have your resume and job listing, when I say "Review," you will find a partner and trade resumes and job descriptions. You will take on the role of a career counselor! Your task is to review the job description and resume and determine where your partner has what it takes and what they are missing. Create a list of both items for their review.	10 minutes

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	What can I clarify? <i>If there are no questions, start the activity with the cue word: "Review"</i> <i>Allow 5-10 minutes for them to review the items and write their lists.</i>	
4. Comparing the qualifications – personal review	At the conclusion of the prior step instruct the students to return the resume and job description to their owners. Explain that now each student will have five minutes to review their career counselor's input and add to it. They need to review their own resume and job posting and determine if there are additional skills and/or qualifications that they need to work to add to their resume.	5-10 minutes
5. Resume building	With their lists complete, the last step allows time for each student to plan how they will build their resume to be ready for this future career. Instruct them to create a timeline that notes the what, where and when of items they hope to add to their resume. Remind them to consider FFA Career Development Events and activities that might provide the required skills or show attainment of proficiency. The timeline will be graded on completeness, clarity and capacity to make them ready for the position. <i>Allow them 10-15 minutes to generate their timeline.</i>	10-15 minutes
6. Summary, review and projects to collect	Congratulate the students on their excellent work and wish them well toward successful careers in the industry of agriculture! <i>If you will be continuing this unit of study, explain that now that we found a job in agriculture that was available, and we have prepared a resume worth of the job, we need to know how to be successful in it! Instruct the students to interview two adults and capture their responses to the question, "What is Career Success?" and bring them to class tomorrow.</i>	5 minutes