

Career Awareness Context Checklist

This checklist is designed to be used by adult education program staff to develop a comprehensive scope and sequence for the Career Awareness Context. For planning purposes, staff can work together to determine which topics to include in their delivery of career awareness and whether topics should be delivered by a case manager or embedded into instructional activities that align with the College and Career Readiness Standards.

Case Manager	Instructor	Partner	Career Awareness Topics
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Set SMART goals
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Set initial career goal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Administer assessments
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Skills
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Interests
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Work importance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information about personal job values
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Preferred work schedule
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Preferred work conditions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information about the local labor market
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Value of High Priority Occupations (HPO)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Preferred geography
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Job outlook
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Labor supply
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information about jobs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Jobs vs. careers
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Salaries vs. wages
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Traditional vs. non-traditional jobs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Temporary vs permanent employment
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Job descriptions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Potential for advancement
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Potential earnings
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Average salaries
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Benefits associated with potential employers
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information about occupational profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Skills required for potential jobs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information about sectors
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Similar occupations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Map and develop career pathways (mapping)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information about education/training
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Cost of education/training
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Available financial aid
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Variety of fields of study
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Set final career goal