

# Pennsylvania Career Guide

## Getting started

The PA Career Guide is located under the **Products** section of the PA WorkStats

The PA Career Guide is a comprehensive resource that contains wage and job outlook information for more than 250 occupations, interest assessments, financial aid and contact information for schools, PA CareerLink® sites and other state agencies.

## Guiding questions

- In what ways is the information in each of the sections—**Explore, Discover, Learn, Prepare,** and **Achieve**—valuable?
- How does this information relate to your students' goals?
- How can you integrate these individual sections or the entire guide into your classroom?
- What other information do students need to know before this material is introduced?
- What outcomes are you expecting students to achieve after this material is introduced?
- What products could be created or what data could be collected by students and teachers to show that they understand this information?

## Opening activity

Ask all participants to complete the *Getting to Know Yourself: ASSESS YOUR INTERESTS* on page 9.

- What are your interest codes? Does this surprise you? Does your current job align with your identified code?

## Discussion topics and activities

Within the **Explore** section:

- Ask participants to discuss *The Importance of Finding the Right Job*, and *The Only Constant is Change*.
- Examine the websites listed on page 8 to determine if any can be used as supplemental resources for instruction.

Within the **Discover** section:

- Ask participants to define and explain High Priority Occupations.
- Ask participants to explore and determine and explain the difference between Occupation, Industry and Industry Cluster.
- Ask participants to compare and contrast two entry-level jobs in the Spotlight Occupations.

Within the **Learn** section:

- Ask participants to match their individual interest codes (from page 9 activity) to the occupations under *Jobs Requiring Short, Moderate or Long-Term On-the-Job Training*.
- Ask participants to match their individual interest codes (from page 9 activity) to the occupations under *Jobs Requiring Postsecondary Training through a Technical School or Associate Degree*.
- Ask participants to match their individual interest codes (from page 9 activity) to the occupations under *Jobs Requiring at least Four Years of Education in College*.

Within the **Prepare** section:

- Ask participants to summarize the information presented. Participants should identify ways this content could be used in the classroom to teach a basic academic skill or informally assess the basic knowledge of a student.
- Ask participants to identify costs, other than tuition, associated with college.

Within the **Achieve** section:

- Ask participants to discuss the possible implications of social networking with jobs and careers.
- What advice does this resource give about criminal records and drug abuse as it relates to jobs and careers?

### **Plans for career awareness integration and implementation**

The College and Career Readiness Standards can be found at:

<http://lincs.ed.gov/publications/pdf/CCRStandardsAdultEd.pdf>. How can you use the PA Career Guide to teach the skills and competencies addressed in the College and Career Readiness Standards?

### **Reading Standards**

*CCR Anchor 1: Read closely to determine what the text says explicitly and to make logical inferences from it; cite specific textual evidence when writing or speaking to support conclusions drawn from the text. (Apply this standard to texts of appropriate complexity as outlined by Standard 10.)* (Pimentel, 2013)

### **Writing Standards**

*CCR Anchor 7: Integrate and evaluate content presented in diverse media and formats, including visually and quantitatively, as well as in words. (Apply this standard to texts of appropriate complexity as outlined by Standard 10.)* (Pimentel, 2013)

Ask the questions:

- What information in the PA Career Guide can be used to teach reading skills or writing skills, AND aligns with the Standards above?
- How can you connect these basic education skills to the skills performed on the various jobs of interest to students?
- How are these skills transferrable to other jobs in a career pathway?

Assign participants or groups of participants a section to develop a lesson or series of lessons using the **PA Career Guide**. Items to address in their lesson may include:

- Alignment to College and Career Readiness Standards: *skills and complexity*
- Prerequisite skills needed for the activity: *what knowledge is required before activities*
- Adaptability to all EFLs: *appropriateness for all levels*
- Academic skills are used or being taught: *identification of basic skills and context*
- Ideas for informally assessing students' knowledge: *observation, survey, questionnaire*

### **Reflection/discussion for follow-up**

Compile a list of ideas for using the PA Career Guide. Examples may include:

- Concept mapping: *visual depictions of related jobs*
- Career pathways: *mapping*
- Budgeting: *wages and salary vs. expenses*
- Occupation PowerPoint: *project-based work*
- Graphing: *bar graphs of jobs with clusters*
- Goal setting: *salary, education, job openings*
- Essay writing: *"What I need to do to be successful"*
- Numeracy: *mean, median, mode activities*

## References

Pimentel, S. (2013). Career and college readiness standards for adult education. Retrieved from <http://lincs.ed.gov/publications/pdf/CCRStandardsAdultEd.pdf>