

<p><b>Guest Speaker</b> 30-60 minutes (per class)</p>	<p>Guest speakers present to students or teachers in a classroom, auditorium, workshop, or at a community event. This allows large groups to learn about a particular occupation, business, or industry.</p> <p>Possible topics:</p> <ul style="list-style-type: none"> <li>• Necessary preparation for a particular job and advice on how to pursue a career in this industry</li> <li>• Required knowledge, skills, and other interesting information about the job and career path</li> <li>• Major responsibilities for individuals in this occupation or industry field</li> <li>• Teach a lesson/lead a workshop on a topic on which the guest speaker is an expert</li> </ul>
<p><b>Company Tour</b> 1-2 hours</p>	<p>Tours allow groups of students and/or teachers to visit a company's facility and operation. They see what is happening in the world outside the classroom and how school applies to a professional setting. Group size varies to meet each company venue and unique needs.</p> <p>Companies hosting a tour are encouraged to prepare demonstrations and to be ready to offer information and answer questions about:</p> <ul style="list-style-type: none"> <li>• Range of jobs at the company, including employee education level and pay</li> <li>• Typical day in the life, including the skills employees need to be successful</li> <li>• Advice for students interested in pursuing a career in the company or career field</li> <li>• Share any internship, summer employment, apprenticeships or other opportunities available to the students with the company</li> </ul>
<p><b>Job Shadow</b> 4-8 hours</p>	<p>Job Shadows allow a student to spend time with one or more employees at a business site. The student learns about potential careers by "shadowing" the daily routines and activities of individual workers.</p> <p>Job shadows help students learn directly about:</p> <ul style="list-style-type: none"> <li>• Professionalism</li> <li>• Communication skills</li> <li>• Connecting academic classroom work with a specific career or industry</li> </ul>
<p><b>Mock Interview</b> 15-60 minutes (per interview)</p>	<p>Mock interviews help students develop and practice job interviewing skills. Employers who regularly interview job applicants (often human resource professionals) can participate in interview sessions with students to help them prepare for their future interviews. These interviews can be done one-on-one or in panel format.</p> <p>Mock Interviews often include:</p> <ul style="list-style-type: none"> <li>• Typical interview questions from a real interview</li> <li>• Constructive feedback on interviewing style and responses to questions.</li> </ul>

<p><b>Informational Interview</b>          15-60 minutes (per interview)</p>	<p>Informational interviews allow a student to explore a particular occupation and gather information about the necessary preparation, required knowledge, and other interesting facts about a career. During the interview, a business person provides the student with a glimpse of what a career is like, the necessary training, and workplace requirements. The student is prepared with a set of questions. The interview can take place in person, by email, or by phone.</p> <p>Informational Interviews help students:</p> <ul style="list-style-type: none"> <li>• Broaden their vision of career fields</li> <li>• Gain exposure to different adult role models</li> <li>• Understand the connection between school, work, and achieving goals</li> </ul>
<p><b>Academic Competition Judge</b>          1-8 hours</p>	<p>Judges help by making sure competition rules are followed and provide direct feedback to the students on their performance in competitive academic events. Judges receive training from school contacts to ensure that they fully understand competition rules, and receive ongoing support from the organization in charge of the competition.</p> <p>Activities that need judges include:</p> <ul style="list-style-type: none"> <li>• DECA</li> <li>• Science Olympiad</li> <li>• Senior presentation panels</li> <li>• FBLA</li> </ul>
<p><b>Internship/Special Projects</b>          Hours Vary</p>	<p>Internships provide students with opportunities to experience “hands-on” learning in a real-life environment. Some employers offer students the chance to work on one-time projects that support the business. These experiences may be paid or unpaid and students may receive school credit. Projects reflect a range of hours per week depending on the employer and student needs.</p> <p>Internships / Project support allows students:</p> <ul style="list-style-type: none"> <li>• To explore a particular career pathway, industry, or occupation.</li> <li>• Learn workplace readiness and entry level job skills essential for success in the workplace</li> <li>• Begin to build their portfolio and professional network</li> <li>• Offer a unique perspective from a young person’s point of view</li> </ul>

**\*\*Lower Columbia College and local School Districts cover liability insurance for all students participating in school supported activities. For further information, please contact the school district you are working with directly.\*\***



## Career Related Learning Experiences (CRLE)

The Cowlitz-Wahkiakum Career Development Consortium (CWDC) supports a number of ways for community members with professional expertise to share their knowledge with local students. Our goal is to create opportunities for students to learn about the world of work through hands-on experience and make it easy for business to get involved.

This packet outlines the most frequent request for business involvement within our schools. The included Career Related Learning Experiences (CRLEs) matrix outlines CRLEs choices for participation. Individuals and organizations can self-select based on the time their schedules allow.

By filling out the participation sheet below, you are supporting the CWDC's effort on connecting business and education to help prepare the future workforce. Your contact information will be added to an email list for contact when CRLEs opportunities arise.

The CWDC appreciates your support and all of the time and effort donated to our programs. Thank you.

Please detach and submit to the Cowlitz/Wahkiakum Career Development Consortium

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First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

I would like to participate in the following CRLE:

- Guest Speaking       Company Tours       Job Shadow       Mock Interviews
- Informational Interviews       Academic Competition Judge       Internships/Special Projects

