

# Career Connect Washington

A Policy Framework for Expanding  
Career Connected Learning  
Opportunities to All Young People

May 31, 2017

This framework was developed by a team of stakeholders representing schools, employers, and organizations across Washington as part of a 2016-17 Policy Academy on Work-Based Learning supported by grant funding from the Siemens Foundation and convened by the National Governors Association. The state team was co-led by the Workforce Board and the Office of the Governor, and included the Departments of Commerce, Social and Health Services, and Employment Security; Office of Superintendent of Public Instruction; State Board for Community and Technical Colleges; Association of Washington Business; Washington Building & Construction Trades Council; Washington STEM; Washington Student Achievement Council; and advisors from over 60 other organizations.



Workforce Training  
and Education  
Coordinating Board



# WASHINGTON'S POLICY FRAMEWORK ON CAREER CONNECTED LEARNING

Young people benefit most from early and frequent participation in high-quality career connected learning (CCL) opportunities. Implementing the policies below will ensure that career connected learning is accessible to all Washington youth—from elementary school through middle, high school, and on to postsecondary education and careers—including out-of-school youth.

## DEVELOP A PUBLIC-PRIVATE PARTNERSHIP TO CREATE A LONG-TERM, HIGH-IMPACT CAREER-READY SYSTEM

Washington's young people require an education that prepares them to take part in our diverse economy. High-quality, systemic CCL is a key part of this preparation. CCL equips employers with an employee pipeline of reliable, skilled, and motivated workers ready for 21st century challenges and innovation. Best practices and high-quality criteria for CCL have been identified through a collaborative process as part of the National Governors Association Policy Academy on Work-Based Learning. *Our partners will support and promote CCL with guidance from a Governor-appointed task force of business, education, and community leaders with a vested interest in youth career pathways and workforce development.*

## INCREASE ACCESS TO TRAINING AND RESOURCES

Educators from all levels and subjects—including general education and Career and Technical Education (CTE) teachers and postsecondary instructors—should receive training and ongoing technical assistance to make CCL sustainable, easy to implement, and high-quality. The number of trained, school-level CCL coordinators should also be increased, including certified coordinators supported with training and supervision from district CTE Directors. A resource toolkit will help educators and schools integrate CCL into the classroom. *Our partners will help education providers receive needed technical assistance and training to create and expand CCL opportunities.*

## BUILD CONNECTIONS BETWEEN INDUSTRY AND EDUCATORS

Educators benefit from externships and other opportunities by spending time directly with employers. This experience builds a deeper understanding about careers, training needs, and emerging skillsets that can be brought back to the classroom. Employers benefit from educators connecting what they teach to emerging job skills and occupations. *Our partners will promote and support opportunities for educators to engage directly with industry, including teacher externship placements.*

## EXPAND AND SUPPORT CCL ACCESS IN RURAL AND UNDERSERVED COMMUNITIES

Young people across Washington all benefit from equal access to high-quality CCL opportunities. Rural and underserved communities may need additional support to provide these programs across a wide range of industries. Equitable access to funding, training, technology, and support resources across the state is critical to supporting underserved youth. *Our partners recognize rural and underserved communities may have different resource needs, and will be mindful of these differences when creating or expanding statewide CCL programs and policies.*

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## BUILD STRONGER MENTORSHIP PROGRAMS

Young people with positive adult role models in their lives are better equipped to reach their education and career goals. However, recruiting, training, and retaining a wide range of mentors is always challenging. Schools, businesses, and community partners need resources to develop strong and lasting mentorship programs, including information on partnership building with community-based organizations, legal compliance issues, and answers to commonly asked questions. Schools would also benefit from additional support on screening and recruiting potential mentors from culturally and professionally diverse backgrounds. Mentorship programs, when possible, should be offered during the school day to ensure all students can access the program. *Our partners will develop a toolkit for building mentorship programs for businesses and schools, including specific guidance on coaching and support for mentors. Further, our partners will convene industry and education leaders to develop a campaign promoting the value of mentorship.*

## STRENGTHEN THE HIGH SCHOOL AND BEYOND PLAN

Washington students should begin planning for life after high school before they enter high school. This planning helps students thoughtfully chart their journey towards high school graduation, while aligning required and elective credits with career interests and life goals. Each student's High School and Beyond Plan should include career exploration as a core component, allowing students to try out a range of careers and skills and identify occupations of interest, while encouraging students to update their plans as their interests change. *Our partners will develop tools for schools to help students begin their Plan before high school and complete updates each year in a standard format, including online portfolio options and links to CCL resources.*

## EXPAND AWARENESS OF AND ACCESS TO REGISTERED YOUTH AND ADULT APPRENTICESHIPS

Apprenticeships are proven workforce winners. Participants are able to earn while they learn, bringing home paychecks and skills that translate to in-demand, high-wage careers in a variety of fields. Employers benefit from a tailored talent pipeline that ensures they have the skilled workers they need to remain competitive. State policymakers, collaborating across a diverse array of industry sectors and current programs, will expand access to apprenticeships, including youth apprenticeships and pre-apprenticeships. Awareness and recruitment efforts should focus on underrepresented young people, including women, veterans, and communities of color. *Our partners, in conjunction with the Washington State Apprenticeship and Training Council, will convene stakeholders to define standards and criteria for creating and expanding apprenticeship and pre-apprenticeship programs and propose a sustainable funding structure for those programs.*

*If you have questions on the policy framework, please contact us at [workforce@wtb.wa.gov](mailto:workforce@wtb.wa.gov).*

## Career Connected Learning Technical Support

A series of technical support workshops and webinars will be offered in 2017-18 to assist with implementing successful Career Connected Learning. For updated information, additional opportunities, and to register for these workshops and webinars please visit: [www.washingtonstem.org/govsummit](http://www.washingtonstem.org/govsummit)

Workshop/Webinar	Date/Time/Location
<b>Workshop - Building Social Capital for Youth: The Spark for Career Success</b> <i>Presented by Washington STEM and featuring Edward De Jesus</i>	June 1, 10:30 am – 2:30 pm Seattle Public Library
<b>Webinar - Career Connect Washington Guiding Principles</b> <i>Presented by Employment Security Department, Governor's Office, OSPI, Washington STEM, and Workforce Board</i>	June 12, 1:00 pm – 2:30 pm
<b>Webinar - Registered Youth Apprenticeship: Common Understanding &amp; Technical Details</b> <i>Presented by Dept. of Labor and Industries and AJAC</i>	June 26, 1:00 pm – 2:30 pm
<b>Workshop - Work Based Learning in CTE: Updates and Progress</b> <i>Presented by OSPI and Dept. of Labor and Industries</i>	August 6-8 WA-ACTE Conference Spokane
<b>Webinar - Career Connect Washington Update</b>	September 6 1:00 pm – 2:30 pm
<b>Workshop - Strategies for Implementing Effective Career Connected Learning Programs for In-School and Out-of-School Youth</b> <i>Presented by OSPI, Employment Security Department, Dept. of Labor and Industries, Washington STEM, and Workforce Board</i>	September 21, 9:00 am – 3:00 pm Tri-Cities  September 22, 9:00 am – 3:00 pm Yakima  September 28, 9:00 am – 3:00 pm Skagit County  October 5, 9:00 am – 3:00 pm Vancouver
<b>Workshop - WSU Extension Pathways to Prosperity: Local Workforce Development Strategies</b> <i>Presented by WSU Extension</i>	October 12 Regional sites across the state
<b>Workshop - Labor Market Data for Educators Summit</b> <i>Presented by Washington STEM</i>	February 2018 Seattle

# K-12 CAREER CONNECTED LEARNING FRAMEWORK

## Student pathways to great jobs



### career awareness LEARNING ABOUT WORK

Career Awareness experiences are those that help students build awareness of the variety of careers available. These activities are normally defined as one-time interactions with partners for a student or group of students.

#### ACTIVITIES MIGHT INCLUDE:

Career Presentations  
(Panels + Speakers)

Career Fairs

Worksite Tours

### career preparation LEARNING THROUGH WORK

Career Preparation experiences support college and career readiness and include extended direct interaction with professionals from industry and the community. These experiences are designed to give students supervised practical application of skills and knowledge and often occur in CTE courses.

#### ACTIVITIES MIGHT INCLUDE:

Virtual & Onsite Internships

Cooperative Worksite Learning

Extended Learning

Instructional Worksite Learning

Youth Apprenticeship

### career skills training & education LEARNING IN WORK

Career Connected Learning is a continuum of awareness, exploration, preparation, and work experiences developed through strong public and private partnerships. Participants develop, apply, and are assessed on academic, technical, trade, and entrepreneurial skills that support their future career success.

### career exploration LEARNING FOR WORK

Career Exploration provides students with short term direct interaction with partners and the opportunity to explore career options in a way that contributes to motivation for learning and informs students' decisions about further experiences and educational options.

#### ACTIVITIES MIGHT INCLUDE:

Informational Interview

Networking Events

Job Shadow

Career Prep Workshop

Work-based Problems with Classroom Mentoring

CCLs Embedded in General Ed Class

Career Training experiences prepare students for employment in a specific range of occupations. Career Training experiences often occur after high school.

#### ACTIVITIES MIGHT INCLUDE:

Clinical Experience

On-the-Job Training

Apprenticeship

Adapted from ConnectedED Studios:  
[www.connectedstudios.org/url-zv1w/jkftwKlRqX3P7h-tfUalqzX4Ww5GZSbdZZEQI](http://www.connectedstudios.org/url-zv1w/jkftwKlRqX3P7h-tfUalqzX4Ww5GZSbdZZEQI)

# CAREER CONNECTED LEARNING PATHWAYS

A PUBLIC PRIVATE PARTNERSHIP FOR CAREER CONNECTED LEARNING  
**Washington Youth on the Path to Great Jobs**

TRANSITION TO HIGH SCHOOL PLAN

**elementary school**  
 EXPLORE INTERESTS GRADES K-5  
 Industry-based Design Challenges

**middle school**  
 EXPLORE INTERESTS & POSITION WELL FOR HIGH SCHOOL GRADES 6-8  
 Career Presentations & Fairs  
 Career Exploration Embedded in Core Content Areas  
 Informational Interviews

**high school**  
 IDENTIFY CAREER INTEREST AREAS & EDUCATION PATH GRADES 9-12  
 Job Shadows  
 Work-based Problems w/ Class Mentor  
 Internships  
 Pre-apprenticeships  
 Registered Youth Apprenticeships

HIGH SCHOOL & BEYOND PLAN

**opportunity youth**  
 IDENTIFY SHORT & LONG-TERM CAREER GOALS & EDUCATION PATH AGE 16 -24  
 Career Prep Workshops  
 Internships  
 Registered Youth Apprenticeships



**Great Jobs in Washington**

CAREER PLAN

Building a System of Career Awareness, Exploration, Preparation and Training

