

# Employability Center

## Fast Facts

### Elementary Students

- \*Check-out materials in the Career Center.
- \*Career Education: Read a story related to careers.
  - Examples: *Fox on the Job*, *Career Day*, *Curious George Takes a Job*, *Cool Jobs for Kids*
- \*Career Education: Participate in *Junior Achievement* Elementary Careers program. (1 quarter per year.)

### Middle School Students

- \*Check-out materials in the Career Center.
- \*Participate in Self/Career Exploration class – 1 quarter.
  - Learn about own strengths & challenges.
  - Learn how strengths translate to job success.
  - Learn self-advocacy skills.
  - Begin work on ICAP (Individual Career and Academic Portfolio). This includes creating and working a College in Colorado account.

### High School Freshman Students

- \*Check-out materials in the Career Center.
- \*Opportunity to participate in vocational education.
- \*Opportunity to participate in Financial Literacy and Family Consumer Science classes.
- \*Work on ICAP with advocate and transition teachers.
- \*Participate in Freshmen Job Shadow Day in April.
  - Shadow workers at job sites around the community based on student's career interest.
- \*Participate in High School options presentation.

### High School Sophomore Students

- \*Check-out materials in the Career Center.
- \*Opportunity to participate in vocational education.
- \*Opportunity to participate in Financial Literacy and Family Consumer Science classes.
- \*Work on ICAP with advocate and transition teachers.

### High School Junior Students

- \*Check-out materials in the Career Center.
- \*Opportunity to participate in vocational education.
- \*Participate in Career Exploration class – 1 year.
  - Learn about postsecondary education.
  - Plan and facilitate Steps to Success in Sept/Oct.
  - Study careers within each career pathway.
- \*Work on ICAP with advocate and transition teachers.

### High School Senior Students

- \*Check-out materials in the Career Center.
- \*Opportunity to participate in vocational education.
- \*Participate in On-the-Job Training (OJT) class – 1 year. *See back for more information.*
- \*Present Senior ICAP Portfolio in May.

### Vocational Education

- \*Intro to Shop
- \*Family & Consumer Services
- \*Metal Shop
- \*Product Development
- \*Woodshop
- \*Intro to Business
- \*Entrepreneurship
- \*Financial Literacy

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### On-the-Job Training (OJT) Class

\*Attend class 1 day per week for 3 periods. (1 grade)

-Fall Semester: Keeping a job.

-Spring Semester: Finding a job.

\*Work 4 days per week for up to 12 hours. (2 grades)

-Take several interest inventories.

-Work on- or off-campus at a job of interest.

-Remain at work site for at least 1 semester.

-Earn employer and job coach evaluations weekly.

-Use ASL interpreter or O&M specialist during the first 3 days at the job site.

-Support from job coach weekly.

-Earn state minimum wage.

\*Set-up a bank account with ENT Federal Credit Union on Weber St.

-Keep bank card with OJT teacher.

-Perform and monitor all transactions with OJT teacher.

-Deposit only OJT money into this account.

-Create a budget plan to include future goals.

-Use OJT money to pay bills as needed (ie: cell phone, dorm activities, and graduation payments).

-Withdraw OJT money with OJT teacher.

-Participate in banking workshops with ENT.

\*Plan and facilitate Steps to Success event.

\*Complete and present ICAP.

### Supported OJT and BtL

\*Participate in activities outlined above as a group.

\*Participate in a variety of community activities as a group.

### Bridges to Life (BtL) Program

\*BtL is an individualized program for young adults 18-21 who have completed graduation requirements yet have not received their diploma.

\*High school juniors begin discussing BtL possibilities at their IEP.

\*High school seniors must inform the EC program coordinator of their decision to attend BtL by May 15<sup>th</sup> each year.

\*BtL students can receive services up until the end of the semester they turn 21 and as long as the IEP team agrees it is beneficial.

\*BtL students have the opportunity to participate in on-campus and community workshops; work-study jobs; postsecondary education; and life skills activities with support from an advocate.

\*BtL students can work up to 20 hours per week in a work-study position and are encouraged to find competitive jobs in their next environment.

\*BtL students can transition between on-campus dorms, on-campus apartments, CSDB off-campus apartments, and independent off-campus apartments.

\*BtL students navigate SSI, VR, and postsecondary applications as necessary with their advocates.

\*Area Vocational Program (AVP) is a CSDB supported high school program on a community college campus with an opportunity to earn college credit. Students must receive a reading score of 060 by February in order to enroll in AVP the following year and maintain a C average in the AVP class.

\*Community BtL students can live in their home communities around Colorado. An advocate will provide education, employment, and life skills services to the students at least once per month.

