

Employability

Career Cluster	Foundational Courses - Employability
Course Code	22152
Prerequisite(s)	No
Credit	.5
Program of Study and Sequence	No
Student Organization	FCCLA, FFA, HOSA, DECA, Skills USA, FBLA
Coordinating Work-Based Learning	Job shadowing, Internships
Industry Certifications	NCRC
Dual Credit or Dual Enrollment	None
Teacher Certification	Any certified CTE teacher or school counselor
Resources	SD Mylife, BLS, ONet Online

Course Description:

Employability skills are fundamental to creating an employable individual. Students must have skills and knowledge necessary to understand the factors that contribute to life-long work success. These standards are designed to provide students with foundational knowledge to promote successful transition from school to career.

Program of Study Application

Employability is a foundation course that is intended to precede further studies at the career cluster and career pathway levels.

Course Standards

Indicator # E 1 - Evaluate positive work behaviors and personal qualities		
<i>Webb Level</i>	<i>Sub-Indicator</i>	<i>Integrated Content</i>
Level 1: Recall	E 1.1 Identify personal qualities, aptitudes, skills, and values (personal and work)	
Level 2: Skill/Concept	E 1.2 Identify and demonstrate positive work qualities	
Level 3: Strategic Thinking	E 1.3 Analyze appropriate self-management skills as related to specific work environments	

Indicator # E 2 - Demonstrate skills to successfully seek and obtain employment		
<i>Webb Level</i>	<i>Sub-Indicator</i>	<i>Integrated Content</i>
Level 2: Skill/Concept	E 2.1 Identify employment opportunities	
Level 3: Strategic Thinking	E 2.2 Create professional employment documents	
Level 4: Extended Thinking	E 2.3 Demonstrate effective interview skills for employment	

Indicator # E 3 - Demonstrate effective workplace communication		
<i>Webb Level</i>	<i>Sub-Indicator</i>	<i>Integrated Content</i>

Level 4: Extended Thinking	E 3.1 Demonstrate effective and appropriate communication in the workplace using various methods	
----------------------------	--	--

Indicator # E 4 - Explore workplace responsibilities		
<i>Webb Level</i>	<i>Sub-Indicator</i>	<i>Integrated Content</i>
Level 2: Skill/Concept	E 4.1 Research employers' rights and responsibilities	
Level 2: Skill/Concept	E 4.2 Understand employee rights and responsibilities	
Level 4: Extended Thinking	E 4.3 Display behaviors needed to maintain employment	

Indicator # E 5 - Make connections between employment options and training requirements		
<i>Webb Level</i>	<i>Sub-Indicator</i>	<i>Integrated Content</i>
Level 4: Extended Thinking	E 5.1 Develop a post high school plan aligned to individual abilities, goals and values	
Level 4: Extended Thinking	E 5.2 Apply employability concepts through experiential learning	