

## Career Development: Life/Work Exploration 10S Course Outline 2022

Alonsa School  
Course Code: 0097  
Credit Value: 1 credit  
Semester 2: Feb-June  
Prerequisites – None

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Room 8

### Overview of Course:

The economy of the 21<sup>st</sup> century will need workers who *can respond and adapt to change* and who are *lifelong learners*. Canada is on the verge of a workforce shortage that will create many new job opportunities. The ability to predict jobs or work of the future is becoming more and more challenging. Our knowledge-based economy requires more highly skilled workers at a time when the demographics of our country reveal a shrinking workforce and the underutilization of many of our workers. Work has been altered by factors as:

- \* globalization
- \* workforce population decline
- \* rapid spread of information and communication technology
- \* aging population

Canada is shifting to a *new career-building paradigm* that recognizes that *career development is a lifelong process of skills acquisition and growth* through a *continuum of learning and mastery* (Jarvis).

People will need to *play a greater role in the construction and development of their own careers*. Canadians will need to *develop a new set of career-building skills* that will enable them to:

- \* *be flexible*
- \* *access labour market information*
- \* *be able to use this information effectively*
- \* *be adaptable*
- \* *be self-reliant in order to construct and manage their lives and careers*

People will need to *understand and create a balance in their lives*. The new career model will mean that career development has to be *viewed as the process of managing life, learning, and work*. *It means one's whole life, not just one's occupation*. This new model requires Canadians to learn and develop a set of career-building skills that enable them to be self-reliant and able to construct and manage their lives and careers.

### Purpose

The Life/Work Exploration 10S course is designed to connect school learning with workplace and labour market realities. The course will provide a smoother transition between high school graduation and more appropriate post-secondary educational programming. This course will help acquire and apply knowledge and skills to make appropriate decisions for life, work, and the essential post-secondary education and/or training that is required in today's economy. With career information and experience, students will acquire enhanced self-confidence, motivation, self-knowledge and a greater sense of direction and responsibility.

### Course Description

Life/Work Exploration 10S provides students with an overview of career development outcomes with emphasis on:

- \* Building a Positive Self-Esteem
- \* Exploring Self-Assessment
- \* Locating Work Information
- \* Selecting High School Courses
- \* Using Work-Search Tools
- \* Communication Skills
- \* Matching Personal Skills to Occupations
- \* Evaluating Work Trends
- \* Understanding Workplace Stereotyping/Discrimination

### Objectives

Students will:

- \* Learn about themselves and understand possible career options for which they are best suited
- \* Develop short-term and long-term career goals
- \* Develop an Advanced Education Plan and Career Portfolio
- \* Gain information and understanding about work information, trends, and skills.

## Resources

- \* Manitoba Curricular Framework and Foundation for Implementation
- \* Online source: My Blueprint

## Required Materials - Brought to EVERY CLASS

- \* Notepaper (looseleaf) and a Binder to keep class work
- \* Pencils & Pens (Blue, Black, & Red)
- \* USB Memory Stick - necessary to save Career Portfolio information
- \* Laptops
- \* Please ensure your Internet User Agreement has been signed, thus allowing you to access the computers.

## Classroom Rules and Expectations

All members of the classroom will:

- \* Commit to making the classroom a safe space, including respecting the opinions, ideas, and culture of all others.
- \* Respect the right of all others to learn in an environment that is free of distractions.
- \* Use only technology that is allowed in the class (no personal electronic devices permitted in class), and in a relevant and respectful manner.
- \* Cell Phone usage is not permitted.
- \* Students are expected to be on time for class and to be in class daily.
- \* Students are expected to be prepared with all materials and work for all classes.
- \* Students are responsible for all homework, assignments, and notes missed during absences.

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Units/Topics/General Learning Outcomes	Tentative Time/Allotment Schedule
Semester 2 February – June 2022	
Unit 1: Personal Management GLO A: Build and maintain a positive self-image. GLO B: Interact positively and effectively with others. GLO C: Change and grow throughout one's life.	Feb 7 - March 4
Unit 2: Career Exploration GLO D: Locate and effectively use life/work information. GLO E: Understand the relationship between work, society, and economy. GLO F: Maintain balanced life and work roles. GLO G: Understand the changing nature of life/work roles	March 7 - April 15
Unit 3: Learning and Planning GLO H: Participate in life-long learning supportive of life/work goals. GLO I: Make life/work enhancing decisions. GLO J: Understand, engage in, and manage own life/work building process.	April 18 - May 13
Unit 4: Job Seeking and Job Maintenance GLO K: Secure/create and maintain work.	May 16 - June 10/15
	CAREER PORTFOLIO will be completed /finalized
Unit 5: Career and Community Experience GLO L: Locate and effectively use life/work information. GLO J: Understand, engage in, and manage own life/work building process.	CAREER PORTFOLIO FINALIZED

\*\* COVID-19 restrictions, the Career Experience section will be cancelled & an alternative assignment assigned. \*\*

**ACADEMIC EVALUATION and ASSESSMENT**

Course Work (daily activities, assignments, reflections, projects)	70%
+	
Career Portfolio (No Final Exam) (Comprehensive Collection of Various Assignments, and Projects completed throughout the course)	30%

Rubrics will be used for summative assessments.

In the case of a failing grade, it will be at the teacher's discretion to allow the student the option to re-do the assignment.

**Academic Integrity and Honesty**

Students guilty of cheating (copying, plagiarizing, etc.) will receive a ZERO and their parents will be notified.

**Incomplete Work/Late Assignments/Homework Policy**

Incomplete work and late assignments may be deducted in marks in accordance with the Provincial Assessment Policy.

If Guidelines have been followed and assignments are not fully completed or handed in by the given due date, a deduction in marks will apply.

Upon teacher discretion a maximum of 5% may be deducted for every day the assignment is not turned in.

If the assignment is not turned in after 1 week or the start of a new unit, the assignment will receive a mark of ZERO.

Extensions will be granted at the teacher's discretion if student has a valid and legitimate reason(s) only (ex. Extended Illness – verified by a doctor's note and/or Public Health Measures)

**Behavioural Assessment**

Students will be assessed as per the guidelines from the Manitoba Provincial Report Card, in the areas as follows:

**Personal Management Skills**

\* Organizes material, uses class time productively, works independently, completes all work on time, persists when faced with challenges, seeks help when needed, demonstrates a strong work ethic, shows patience, demonstrates on task behavior, sets personal management goals.

**Active Participation in Learning**

\* Shows interest, asks questions, takes initiative, self-assesses work quality based on criteria, uses feedback to improve learning, uses criteria to provide feedback, uses a variety of media for communication, investigates questions, hypothesizes, analyzes.

**Social Participation**

\* Works and interacts well with others, is welcoming and positive, shares resources and equipment with others, respects school values, respects and follows classroom routines, takes an equitable share in group work, is courteous, respects the need for safety, sets personal management goals.

**\*\* This course outline and the evaluation breakdown may be subject to change.\*\***

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Please sign and return the following form, indicating that you have read and understand the course and classroom expectations.

**Return By: Friday, February 11/2022**

**Course: Career Development: Life/Work Exploration 10S**

**Student's Name:** \_\_\_\_\_ **Student's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent's Name:** \_\_\_\_\_ **Parent's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Email Contact Address:** \_\_\_\_\_

