

Sullivan Heights Course Outline: WEX 12

RATIONALE FOR WORK EXPERIENCE COURSES

Both school-sponsored career exploration and community-based work experience are intended to help prepare students for the transition from secondary school to the world of work or further education and training. However, in work experience, the community is the classroom where students gain knowledge and experience about the workplace and are provided with a frame of reference to review or revise their career goals. Work experience provides students with an opportunity to apply classroom learning in a context outside of school and to bring back to the classroom new perspectives about their learning. Work experience also provides students with the chance to gain new skills that can be used in future work opportunities.

COURSE GOALS

The primary goal of work experience is to help students prepare for the transition from secondary school to the world of work. Through work experience, students have the opportunity to observe and practice generic employability skills required in the workplace, as well as technical and applied skills relating to specific occupations or industries.

Other goals include helping students to:

- connect what they learn in the classroom with the skills, knowledge and attitudes needed in the workplace
- gain the knowledge, skills, and attitudes needed to be successful in the world of work
- develop job readiness skills for specific occupations and careers
- understand the similarities and differences in behaviour standards between the workplace and school



HOW THE 100 HRS IN THE COMMUNITY WORKS

Like any other high school course, Work Experience consists of 120 hrs of instruction. Work Experience is a bit unique in that it delivers these hours via 20 hours of pre-placement preparation in the "classroom / home activities" and 100 hours in the "community". The community is a great real-world teaching experience that can't be truly experienced inside the walls of a school. The 20 hrs in pre-placement preparation (resumes, cover letters, work safe, career exploration, interviews...) is meant to give some basis as to what they can expect to deal with when they experience a job in the community. The

classroom hours are not supposed to teach them the position per se -- that is ideally covered in the subject courses they have previously (or concurrently) taken.



The 100 hrs out in the community is a wonderful opportunity to observe and learn, first hand, what it is like to be in a working environment of that student's choosing. The actual "experience" depends on the career choice. For instance, a student who is placed in a dentist's office -- a student will not actually do the job of a dentist but will know how the dentist's office operates - cleaning tools, watching procedures, filing, calling patients, bringing patients to the chair, suction and so on. A different example is where a student is in accounting position --

s/he can actually perform the job, just as a regular worker would - posting entries, bank reconciliation, doing reports budgets and so on. Some work experience placements might be combination of those two examples. Many retail positions introduce students to customer service, stocking and merchandising.

Restrictions on Work Placements: Students are not permitted to be at a work placement during the 2 week Winter Break or during the 2 week Spring Break. There is no Worksafe BC coverage for students during this time.

Go confidently
in the direction
of your dreams!
Live the life
you've imagined.

-Thoreau

Assessment/Evaluation

20% of Course Grade ---- In-class Preparation
(resumes, cover letters, work safe, career exploration, interviews...)

80% of Course Grade ---- Work Experience Placement (100 hours)
-1/2 of this mark comes from the employer (and their employer evaluation of the student)
- The other 1/2 comes from the students self evaluation of the work placement and completion of the student placement package---which the Wex Monitor Teacher will grade)