



Lessons will be delivered on Thursdays at 12pm Central

Intro: (8/13, 8/20, 8/27)

Lesson #1: Benefits of Working While You're in School

Lesson #2: Setting Employment and Personal Goals

Lesson #3: Identifying and Understanding Your Strengths and Weaknesses

Unit Assessment

Preparing for the Job Search I (9/3, 9/10, 9/17)

Lesson #4: Creating an Employment Portfolio, Master Application, and Resumé

Lesson #5: Using Your Traditional and Social Network in Employment

Lesson #6: Researching Job Opportunities

Unit Assessment

Applications (9/24, 10/1, 10/8)

Lesson #7: Application Overview

Lesson #8: Picking Up and Turning In Applications

Lesson #9: Filling Out the Sections of a Job Application

Unit Assessment

Interviews I: (10/15, 10/22, 10/29)

Lesson #10: Interview Overview

Lesson #11: Preparing for the Interview Process

Lesson #12: Answering Common Interview Questions

Unit Assessment

On-the-Job Skills I: (11/5, 11/12, 11/19)

Lesson #13: Showing a Strong Work Ethic

Lesson #14: Hard Skills and Soft Skills

Lesson #15: Handling Conflict

Unit Assessment

Independent Living Skills I: (11/26, 12/3, 12/10)

Lesson #16: Disclosing Your Disability & Requesting Accommodations

Lesson #17: Evaluating Your Goals

Lesson #18: Advocating for Yourself and Others

Unit Assessment

Preparing for the Job Search II: (12/31, 1/7, 1/14)

Lesson #19: How to Ruin a Job Opportunity

Lesson #20: Unexpected Events in the Job Search

Lesson #21: Handling Rejection in the Job Search

Unit Assessment

Cross-Curricular Connections: (1/21, 1/28, 2/4)

Lesson #22: Reading Strategies for Employment

Lesson #23: Writing for Employment

Lesson #24: Math in the Workplace, Reading Your Paycheck, & Budgeting

Unit Assessment

Interviews II: (2/11, 2/18, 2/25)

Lesson #25: Using Your Employment Portfolio in an Interview

Lesson #26: Ending an Interview & Following Up

Lesson #27: Other Interview Scenarios

Unit Assessment

On-the-Job II: (3/4, 3/11, 3/18)

Lesson #28: Asking for a Raise Promotion & Handling Loss of Employment or Hours

Lesson #29: Part-Time vs. Full-Time

Lesson #30: Respecting Your Employer

Unit Assessment

Independent Living Skills II: (3/25, 4/1, 4/8)

Lesson #31: Knowing Your Rights

Lesson #32: Filling Out New-Hire Paperwork

Lesson #33: College and Post-Secondary Options

Unit Assessment

Review: (4/15, 4/22, 4/29)

Lesson #34: Balancing School, Work, and Life

Lesson #35: Researching Services in Your Area

Lesson #36: Leaving School Prepared

Unit Assessment