Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Block: \_\_\_\_\_\_

What’s Your Career Choice?

**Now that you have completed a variety of assessments to help determine what type of careers would best suit your interests, skills, and learning style, it’s time to choose ONE career to research in depth and create a Career Information Newsletter !**

Using a variety of career related websites (many links on oakbaycareered.weebly.com) research a career that you are interested in pursuing in the future.

**Your presentation must include the following information: (remember this is about your future, detailed information is required☺):**

***Job Description:***   Brief description of job, any personality traits that are helpful, and special skills needed.

***Workplace Conditions:***   The usual hours of work (shift, overtime, weekends etc), are there any age, gender, or physical requirements? Physical layout of the workplace (office, outside etc.) Hazards or risks of the job working environment, hours of work.

***Wages and Earnings****:* Is it salary? Do you get paid overtime? What is the starting wage? Top wage? Average wage? Future wages? Any benefits such as extended medical, dental, insurance etc?

***Career Paths:***   Where do you begin in this career? How do you move up? What it the projected labour market forecast for job openings in BC at present? What are the different levels? How are they different?

***Education & Training:***   Describe the education/training or work experience required for this occupation. Include the type of education, length of training, and cost of training. Suggested courses required in grades 11 and 12. Do you need special licenses or certificates? Does the work involve technology?

***Related Careers:***   List and give a brief description of 3-5 optional careers

Now, create a professional-looking, unique, informative, interesting and well-designed newsletter containing the information you just researched.

**NEWSLETTER CRITERIA**

* min. **two pages** in length
* max. 2 small relevant graphics
* use subheadings provided
* correct spelling and grammar
* well organized, effort shown
* text is 8-10 pt. font
* subheadings 10-12 pt.font

**Please note all information must be put it in your own words (no copying and pasting permitted).**

**Now that your newsletter is completed, it’s time to think about what all the information you learned really means to you and your future.**

**Reflection …** respond **in detail** to the following questions on a separate piece of paper and attach to the back of your newsletter:

**(Please type out each question followed by a response.)**

1. Do you think that the career/occupation you have chosen will meet your future needs and

expectations? Why?/Why not?

1. What will your next steps be in meeting the challenges/requirements of this potential career choice?
2. What do you foresee as some challenges and/or limitations you may face in pursuit of your goal?
3. Networking—Do you have any connections with anyone in your chosen field of work? If so, who?

Or how could you develop or create connections to learn more about your career of interest?

1. What could you do now to gain more experience—consider community involvement, volunteer

opportunities, and employment options.

* min. **two pages** in length
* max. 2 small relevant graphics
* use subheadings provided
* correct spelling and grammar
* well organized, effort shown
* text is 8-10 pt. font
* subheadings 10-12 pt.

**Please note all information must be put it in your own words (no copying and pasting permitted).**

**Part B**

Identify **two** post secondary institutions/training schools or on the job training opportunities where you could develop the skills and knowledge required to gain employment in your chosen career. Give a brief description of each one. Use either Education Planner or Career Cruising. Use complete sentences. **(Do not cut and paste)**

*Sample Answer*

|  |  |
| --- | --- |
| **Post secondary Institution/training location** | i.e. University of Victoria |
| **Name of program** | Bachelor of Education-focus in Social Studies |
| **Brief Description** | This is a five year degree program where I will specialize in teaching at the secondary level, it will also include a practicum. |
| **Why I want to learn/train here** | I think I would like to stay close to home so that I can live at my parents, and save money by not paying rent. Also this school does not have tones of students, so hopefully the classes will not be too big. When I graduate I think that I would like to teach in Victoria, so it seems logical to complete my education here. |

Post secondary #1

|  |  |
| --- | --- |
| **Post secondary Institution location** |  |
| **Name of program** |  |
| **Brief Description** |  |
| **Admission Requirements** |  |
| **Courses Studied – First Year** |  |
| **Why I want to learn/train here** |  |

Post secondary #2

|  |  |
| --- | --- |
| **Post secondary Institution location** |  |
| **Name of program** |  |
| **Brief Description** |  |
| **Admission Requirements** |  |
| **Courses Studied – First Year** |  |
| **Why I want to learn/****train here** |  |

**Part C**

 **Education Path:** identify the courses that best fit you focus area/career choice. List 5 possible electives that you would consider taking in grades 11 & 12.

Electives 1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade \_\_\_\_\_\_\_\_\_\_\_\_

 2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade \_\_\_\_\_\_\_\_\_\_\_\_

 3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade \_\_\_\_\_\_\_\_\_\_\_\_

 4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade \_\_\_\_\_\_\_\_\_\_\_\_

5.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade \_\_\_\_\_\_\_\_\_\_\_\_

**Part D**

**Work Experience/Volunteer Experiences/External Courses**

Often you have performed valuable skills that assist you in pursuing your chosen career. Briefly describe two community programs or projects that you could be involved in to gain additional skills or experience related to your career choice. (4 marks)

1.

2.

**Part E**

 **Networking**

Briefly describe a network of 5 people who could help you achieve your chosen career goal. These could be teachers, coaches, counselors, neighbours, friends, and/or relatives. Name the person, describe the relationship and briefly describe how they could help you.

|  |  |  |
| --- | --- | --- |
| **Name** | **Relationship** | **How They Can Help** |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |

**Part F**

 **Evaluating Websites**

We have used a variety of websites to gather information, now it is important for you to evaluate which ones you found useful and why. You must evaluate Career Cruising and Work Futures, and then one other choice website that you used to complete this project.

|  |  |  |  |
| --- | --- | --- | --- |
|  | 1. Career Cruising | 2. Work Futures | 3. |
| Ease of navigation |  |  |  |
| General User Appeal |  |  |  |
| Quality & Reliability |  |  |  |

**G. The Wrap Up**

This is where you need to reflect on all the information you have gathered and write a paragraph(s) that tells me why you are or are not still interested in pursing the career you have researched. It should be typed and approximately 200-300 words.

**H. Bibliography**

Create a bibliography, using the proper format, to record where you collected you information from. You must include you source other than an internet website. Your bibliography should be typed and then attached to your project.

\*The Belmont website, (<http://belmont.sd62.bc.ca/virtual_library/HomPag.html>), goes over the proper format for writing a bibliography and the library has a paper version you can take home for reference.

**Take your time and complete this assignment in full.**

**It should be typed, double spaced using correct spelling and grammar.**

**Good Luck!**

**Career Research Assignment**

**PORTFOLIO CHOICE:**

**CAREER & EDUCATION PLANNING: RESEARCH EDUCATION, CAREER, & LIFE INFORMATION**

|  |  |
| --- | --- |
| **Gather information on life, career, education, and work options.** | **Meets** |
| 1. Documents that several life, career, education, and work options have been explored.
 |  |
| 1. Documents that several labour market information sources, including Work Futures, have been explored.
 |  |
| 1. Documents a thorough self assessment of skills, interests, and aptitudes.
 |  |
| **Analyze possible post graduation life, career, work, and education options.** |  |
| 1. Identifies education and training requirements, the influence of parents, teachers, and friends, and the role of school and community participation on possible options.
 |  |
| **Evaluate the options according to the actions that would need to be taken.** |  |
| 1. Links skills, interests, and aptitudes to the options and evaluates options according to the actions required for each.
 |  |

#### PORTFOLIO CHOICE:

#### INFORMATION TECHNOLOGY: USE THE INTERNET TO RESEARCH INFORMATION

|  |  |
| --- | --- |
| **Apply Internet research skills to a specific activity.** | **Meets** |
| 1. Demonstrates use of the Internet to research information. (For a specific school project/report, personal interest project, and/or community initiative/activity).
 |  |
| 1. Documents specific search techniques used to access relevant information.
 |  |
| 1. Applies technology skills to download and store relevant research
 |  |
| **Demonstrate that the information incorporated into your activity or project is translated into your own words.** |  |
| 1. Demonstrates that the information is incorporated into the school, personal interest, or community activity or project without being plagiarized.
 |  |
| **Evaluate the use of technology as a research tool.** |  |
| 1. Evaluates the quality of relevant websites for ease of navigation, general user appeal, and quality and reliability of content.
 |  |

**Newsletter Criteria:**

* min. **two pages** in length
* max. 2 small relevant graphics
* use subheadings provided
* correct spelling and grammar
* well organized, effort shown
* text is 8-10 pt. font
* subheadings 10-12 pt. font

**Please note all information must be put it in your own words (no copying and pasting permitted).**