

Overview of 2014 Career Mentoring Plan

Key Goals of Career Mentoring Component:

- ✓ teach job skills (expressing interest, applying, following-through)
- ✓ connect students with opportunity and community
- ✓ build hope by expanding knowledge
- ✓ boost reputation of Douglass and its students
- ✓ sustain and expand recruitment of Rotarians and other community organizations

Field Trip:

Student needs to

- express interest
- attend orientation
- return permission form (teacher and parent sign-off)
- show up appropriately dressed
- follow-up – thank you note to sponsors
- discuss experience with class

Field trips can be proposed by Rotary or teachers and will be coordinated through Dedan Githegi. Field trips will be scheduled once budget is known and will occur in April – May. Must relate to core objectives. Current trips in planning process include: food service (LLL), health (SJR), art (MU – SJR, William Woods --RS), vet school and vet offices (RS), printing (JB).

Are aiming for 8 to 10 committed students per trip.

Procedures and Forms: Field trip guidelines (have), permission forms (Dedan), student orientation materials (Rotary sponsor/teacher sponsor)

Career Speakers:

Student needs to

- show-up
- be attentive
- fill out and return evaluation form

Speakers will be scheduled during Thursday lunches, April 3 through May 29. A speaker list will be posted by the cafeteria and also on-line for teachers and Rotarians to review. Dedan will coordinate the list. Robin Calfee is the Rotary speaker coordinator and club reps will help recruit speakers from within and without the clubs and provide speaker names to her for scheduling.

Teachers and Tuesday Rotarians will announce, encourage attendance, and discuss how to get most out of opportunity.

- Students will be given an opportunity at the end of certain programs to indicate interest in a follow-up program and if there is enough interest, longer programs will be scheduled.
- Areas where students have expressed particular interest include military, construction, art, health, food service, and technology.
- Some speakers will also have job shadow tie-ins: CenturyTel, ABC Labs are examples. Others will have field trip tie-ins (food, vet, health).

Procedures and Forms: Speaker form, student feedback/evaluation form; “getting the most out of a speaker program” orientation form for students and teachers to discuss.

Job Shadows:

Student must:

- Express interest
- Meet with Dedan Githegi who will assess match
- Get teacher and Rotarian recommendations
- Prepare
- Show-up
- Follow-through
- Discuss experience with class.

Rotarians will recruit at clubs and provide names to Robin Calfee. Robin and Dedan will maintain list of options. Teachers at Tuesday Rotarians will listen for interests, encourage use of program.

At school options: In most instances employer will define length of time and type of experience. Boone Electric linemen, Century Tel (with in the field follow-up potential); chemistry labs, engineering, health professions. Installation of the “learning gardens” will also provide some job shadowing options.

Procedures and Forms: Recruitment form (have); guidelines for hosts (Robin/Dedan); matching/sign-off form (Dedan); student preparation and feedback forms (Dedan/teachers).

A list of job fair participants will also be available to Tuesday Rotarians and teachers so tie-ins can be made to interests and potential follow-up.