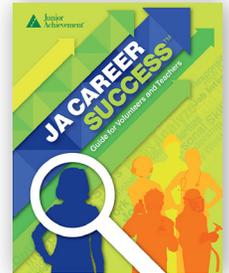


## JA Career Success™

*JA Career Success* equips students with the tools and skills required to earn and keep a job in high-growth career industries.

### Following participation in the program, students will be able to:

- 4Cs: critical thinking, communication, collaboration, and creativity.
- Strong soft skills.
- Work priorities.
- STEM and other high-growth industries.
- Personal-brand and job-hunting tools—resumes, cover letters, interviews, and digital profiles.



### Session Titles and Summaries:

1

#### **Session One: Get Hired: Critical Thinking and Creativity**

Students are introduced to the need to be work ready by developing the 4Cs skills that employers want from people entering the workforce. Students apply critical-thinking skills and creativity to solve problems in real-life work scenarios.

2

#### **Session Two: Get Hired: Communication and Conflict-Management Skills**

Students apply communication skills to resolve conflicts in work-based scenarios. Students will role-play conflicts and conflict management. They will explore behaviors that inflame conflict and behaviors that lead to a resolution.

3

#### **Session Three: Get Hired: Collaboration and Creativity**

Students practice collaboration – a 4Cs skill – by using a team-building model referred to as the GRPI model (Goals, Roles and Responsibilities, Processes, and Interpersonal Relationship Skills). The model describes the behaviors found in high-performance teams in the workplace.

4

#### **Session Four: Get Hired: Strong Soft Skills**

Students will review soft skills that are in demand by employers and rate their own soft skills. They will use personal stories in a job-interview workshop to communicate these skills to a potential employer.

5

#### **Session Five: Know Your Work Priorities**

Students learn that in the current workforce, people change jobs or careers several times over a lifetime. That means it is important to be prepared and adaptable. Students explore which of their priorities should be their anchors as they prepare to enter the working world.

6

#### **Session Six: Know Who's Hiring**

In groups, students analyze factors to consider when researching careers: skills learned through training and education; interests in various career clusters; and specific high-growth jobs and the requirements needed to earn them.

7

#### **Session Seven: Know Your Personal Brand**

Students work in teams to rate the personal brand of candidates applying for a job by comparing cover letters, resumes, and digital profiles of the candidates.



Join Junior Achievement's global network of more than 287,000 volunteers and help students in your community connect the dots between what they learn in school and the "business of life"—work readiness, entrepreneurship, and financial literacy.

### JA's Turn-Key Volunteer Solution:

#### Personalized Placement

JA works with you to ensure you teach at the location and grade level of your choice.

#### Comprehensive Training

JA staff provides training so you are comfortable visiting the classroom. You will be trained in classroom management, understanding and delivering the JA curriculum, working with the classroom teacher, and communicating effectively with students.

#### Minimal Time Commitment

The time commitment is minimal compared to the significant impact you make. Middle grade-level classes include six, 45-minute sessions.

And, JA provides you with a kit containing all of the session plans and student materials you'll need to make every minute count.

#### JA Staff Follow-Up and Support

JA staff is available to answer your questions or make suggestions pertaining to your volunteer assignment.

# JA Career Success<sup>®</sup>

High-growth career industries dominate the global marketplace. This new hands-on program prepares today's students with the 4Cs skills they need to compete and succeed—critical thinking, communication, collaboration, and creativity.

**1** **JA CAREER SUCCESS™**  
 I. Creativity  
 II. Critical Thinking  
 III. Communication  
 IV. Collaboration

**2** **CERTIFICATE OF ACHIEVEMENT**  
**JA CAREER SUCCESS™**  
 CONSTRATE THE 4Cs

**3** **CAREER SUCCESS™**  
 CONSTRATE THE 4Cs

**4** **GRPI**

**5** **Career Success Poster**

**6** **Career Guide**

**7** **Personal Brand Packet**

**Session One** Know My Personal Brand for Job Hunting  
**Session Two** Know My Work Priorities  
**Session Three** Know My Work Priorities  
**Session Four** Demonstrate Soft Skills in Interviews  
**Session Five** Know My Work Priorities  
**Session Six** Know Who's Hiring (high-growth jobs)  
**Session Seven** Know My Personal Brand for Job Hunting

### 1 **Guide for Volunteers and Teachers**

Provides session plans, teaching tips, and talking points.

### 3 **Career Success Poster**

Introduces the seven session topics designed to help students get and keep a job.

### 5 **Soft Skills Self-Assessment**

Students rank whether they are good at a skill, need more practice, or need to learn more.

### 7 **Personal Brand Packet**

Students prescreen hypothetical job candidates and rate their cover letters, resumes, and digital profiles.

### 2 **Certificate of Achievement**

Given to students in recognition of their participation.

### 6 **Career Guide**

Students study high-growth job profiles and requirements for various careers.

### 4 **GRPI Card**

Describes the GRPI model, a tool used by business teams to increase their effectiveness.