

Florida Department of Education  
CURRICULUM FRAMEWORK

<b>Program Title:</b>	<b>Career Discovery</b>
<b>Program Type:</b>	Orientation/Exploration
<b>Occupational Area:</b>	Family and Consumer Sciences
<b>Components:</b>	N/A
	<u>Secondary</u>
<b>Program Numbers</b>	8500140
CIP Number	0420.9950EX
Grade Level	6-8, 30, 31
Length	Multiple
Certification	VOC HME EC @4 HOME EC 1 @2 GEN HOME EC @4
Facility Code	231
CTSO	FCCLA
Coop Method	No
Apprenticeship	No

- I. **PURPOSE:** The purpose of this course is to provide student's preliminary experiences with skills related to a variety of careers. Course content will consist of instruction in making career choices, basic employability skills that relate to content extracted from any family and consumer sciences exploratory course including the development of leadership and organization skills with in the program.
- II. **SPECIAL NOTE:** Family, Career and Community Leaders of America (FCCLA), is the appropriate career and technical student organization (ctso) for providing leadership training and reinforcing specific career and technical skills. Career and Technical Student Organizations, when provided, shall be integral part of the instructional program, and the activities of such organizations are defined as part of the curriculum in accordance with Rule 6A-6.065, FAC.

Course content can be designed around careers that focus on academies, magnet or specialized areas of study. Students will be encouraged to participate in career related learning experiences (i.e. job shadowing, mentoring opportunities, and school-based enterprises, on or off the school site.) Promoting the development of transferable skills, experiencing real or simulated job skills and/or assignments which will encourage students to develop critical thinking and problem-solving skills will be an integral part of the course. Course content may include a planned program of job training and work experience for the student, appropriate to the student's abilities.

Instruction and learning activities are provided in a classroom setting using hands-on experiences with materials and learning tools appropriate to the course content and in accordance with current workplace practices.

**SCANS COMPETENCIES:** Instructional strategies for this course must include methods that require students to identify, organize,

and use resources appropriately; to work with each other cooperatively and productively; to acquire and use information; to understand social, organizational, and technological systems; and to work with a variety of tools and equipment. Instructional strategies must also incorporate the methods to improve students' personal qualities and higher-order thinking skills.

III. **INTENDED OUTCOMES:** The intended outcomes for this course will be those extracted from other exploration course(s) that achieve the designed goals of the specified academy, specified magnet or area of study. After successfully completing this course the student will be able to perform the following:

- 01.0 Demonstrate leadership and organizational skills.
- 02.0 Develop interpersonal skills for job/career success.
- 03.0 Demonstrate team player skills.
- 04.0 Identify desirable work ethics.
- 05.0 Demonstrate employability skills.
- 06.0 Create an employment portfolio.
- 07.0 Implement the decision-making process as it applies to the workplace and work situations.
- 08.0 Develop effective communication skills for the workplace.
- 09.0 Identify appropriate dress for various job experiences.
- 10.0 Recognize the importance of good health and wellbeing of the individual.
- 11.0 Demonstrate sensitivity as it relates to positive work relationships.
- 12.0 Identify resource management techniques.
- 13.0 Recognize the benefits of job security.
- 14.0 Evaluate the role of employee in job safety.
- 15.0 Recognize the different types of business operations.

Florida Department of Education  
STUDENT PERFORMANCE STANDARDS

**Program Title:** Career Discovery  
**Secondary Number:** 8500240

01.0 DEMONSTRATE LEADERSHIP AND ORGANIZATIONAL SKILLS--The student will be able to:

LA.C.1.4.1, LA.C.1.4.2, LA.C.1.4.3, LA.C.1.4.4, MA.A.4.4.1, MA.A.4.4.3, MA.A.4.4.4, MA.E.3.4.1, MA.E.3.4.2, HE.B.3.4.1, HE.B.3.4.2, HE.B.3.4.3, HE.B.3.4.4, HE.B.3.4.5, HE.B.3.4.6, HE.C.1.4.5, HE.C.1.4.6, HE.C.2.4.4, HE.C.2.4.5, HE.C.2.4.6

- 01.01 Identify professional and youth organizations.
- 01.02 Identify purposes and functions of professional and youth organizations.
- 01.03 Identify roles and responsibilities of members of professional and youth organizations.
- 01.04 Work cooperatively as a group member to achieve organizational goals.
- 01.05 Demonstrate confidence in leadership roles and organizational responsibilities.
- 01.06 Demonstrate commitment to achieve organizational goals.
- 01.07 Identify and utilize the planning process.
- 01.08 Develop a personal growth project.

02.0 DEVELOP INTERPERSONAL SKILLS FOR JOB/CAREER SUCCESS -- The student will be able to:

LA.A.2.4.4, HE.A.1.4.5

- 02.01 Determine ways to strengthen self-esteem.
- 02.02 Identify factors that influence personality formation.
- 02.03 Identify positive human resources required for successful employment.
- 02.04 Determine the relevance of integrating academic learning, social skills, and lifestyle choices to home and career.

03.0 DEMONSTRATE TEAM PLAYER SKILLS -- The student will be able to:

HE.B.3.4.1, HE.B.3.4.2, HE.B.3.4.3, HE.B.3.4.6

- 03.01 Define teamwork.
- 03.02 Identify the benefits of working cooperatively.
- 03.03 Recognize confrontational personality types within a team.
- 03.04 Practice conflict resolution techniques.

04.0 IDENTIFY DESIRABLE WORK ETHICS -- The student will be able to:

LA.A.1.4.3, LA.A.2.4.4

- 04.01 Describe positive and negative work ethics.
- 04.02 Recognize the benefits of positive work ethics.

- 04.03 Demonstrate characteristics that produce successful employee/employer relations.
- 05.0 DEMONSTRATE EMPLOYABILITY SKILLS -- The student will be able to:
- LA.B.2.4.1, LA.B.2.4.4
- 05.01 Identify academic skills needed for job success.  
 05.02 Recognize factors that may influence career choices.  
 05.03 Identify sources of career information.  
 05.04 List the steps in a job search.  
 05.05 Investigate career options.
- 06.0 CREATE AN EMPLOYMENT PORTFOLIO -- The student will be able to:
- LA.A.2.4.4, LA.B.2.4.3, LA.B.2.4.4
- 06.01 Identify the components of a portfolio.  
 06.02 Discuss the value of a career portfolio.  
 06.03 Prepare a computer-generated portfolio.  
 06.04 Maintain the portfolio components in a professionally organized format.
- 07.0 IMPLEMENT THE DECISION-MAKING PROCESS AS IT APPLIES TO THE WORKPLACE -- The student will be able to:
- LA.A.1.4.3, LA.A.2.4.4
- 07.01 Define the decision-making process.  
 07.02 Apply the decision making-process in workplace situations.  
 07.03 Demonstrate the ability to apply critical thinking skills.
- 08.0 DEVELOP EFFECTIVE COMMUNICATION SKILLS FOR THE WORKPLACE -- The student will be able to:
- LA.B.2.4.4, LA.C.1.4.1, LA.C.1.4.2, LA.C.1.4.3, LA.C.1.4.4, HE.B.3.4.4
- 08.01 Define assertive, aggressive, and passive communication.  
 08.02 Identify the impact of non-verbal behavior on communication.  
 08.03 Analyze the importance of accepting criticism.  
 08.04 Demonstrate techniques for dealing with criticism.  
 08.05 Demonstrate computer literacy.  
 08.06 Utilize appropriate written communications necessary for the workplace.  
 08.07 Practice effective presentation techniques.  
 08.08 Demonstrate effective interviewing skills.
- 09.0 IDENTIFY APPROPRIATE DRESS FOR VARIOUS JOB EXPERIENCES -- The student will be able to:
- LA.A.1.4.3, LA.A.2.4.4, LA.B.2.4.4
- 09.01 Practice good grooming skills.  
 09.02 Identify the factors needed to create an economical, coordinated, easy care work wardrobe.

- 09.03 Select appropriate clothing for a variety of careers.
- 10.0 RECOGNIZE THE IMPORTANCE OF GOOD HEALTH AND WELLBEING OF THE INDIVIDUAL -- The student will be able to:
- LA.A.2.4.4, LA.C.3.4.2, LA.C.3.4.3, LA.C.3.4.4, LA.C.3.4.5, HE.A.1.4.2, HE.B.1.4.3, HE.C.1.4.4, HE.C.1.4.5, HE.C.1.4.6
- 10.01 Define and describe symptoms of stress.  
10.02 Define coping behavior and discuss coping behavior(s).  
10.03 Discuss the implications of job loss.  
10.04 Define power struggle.  
10.05 List and define the different types of substance abuse.  
10.06 Discuss problems caused by substance abuse.  
10.07 List help that is available, through the government and community organizations, for attaining and maintaining food health.
- 11.0 DEMONSTRATE SENSITIVITY AS IT RELATES TO POSITIVE WORK RELATIONSHIPS -- The student will be able to:
- LA.A.1.4.3, LA.A.2.4.4, LA.C.1.4.1, LA.C.1.4.2, LA.C.1.4.3, LA.C.1.4.4, LA.C.3.4.2, LA.C.3.4.3, LA.C.3.4.4, LA.C.3.4.5, HE.B.2.4.4
- 11.01 Define and describe sexual harassment in the workplace.  
11.02 Identify appropriate conversation for work related settings.  
11.03 List the advantages of a culturally diverse workplace.  
11.04 Discuss the Americans with Disabilities Act.  
11.05 Discuss the Equal Employment Opportunity Act.
- 12.0 IDENTIFY RESOURCE MANAGEMENT TECHNIQUES -- The student will be able to:
- LA.A.2.4.8, LA.B.2.4.4, MA.B.3.4.1
- 12.01 List the benefits of managing time.  
12.02 Prepare and keep a daily planner.  
12.03 Discuss the computer as a time management tool.  
12.04 Discuss income and its' relationship to success.
- 13.0 RECOGNIZE THE BENEFITS OF JOB SECURITY -- The student will be able to:
- LA.A.1.4.3, LA.A.2.4.4, LA.A.2.4.6, LA.A.2.4.8
- 13.01 Identify company benefits.  
13.02 Describe employee assistance programs.  
13.03 Discuss insurance and personal financial savings plans.  
13.04 Discuss the advantages of paid vacations.  
13.05 Discuss child care, flex hours and job sharing as it relates to the workplace.

14.0 EVALUATE THE ROLE OF THE EMPLOYEE IN JOB SAFETY -- The student will be able to:

LA.B.1.4.1, LA.C.3.4.3, LA.C.3.4.4, LA.C.3.4.5

14.01 Discuss the roles of the Occupational Safety and Health Administration (OSHA) and the Environmental Protection Agency.

14.02 Discuss human errors and unsafe work environments and their relationship to employee safety.

14.03 Demonstrate safe operation of workplace equipment.

15.0 RECOGNIZE THE DIFFERENT TYPES OF BUSINESS OPERATIONS -- The student will be able to:

LA.A.1.4.3, LA.B.2.4.1, LA.B.2.4.2, LA.B.2.4.3, LA.B.2.4.4

15.01 Define and describe the different types of businesses.

15.02 Explain entrepreneurship.

15.03 Describe the risk and advantages of entrepreneurship.

15.04 Define mentor.

15.05 Describe the characteristics of a positive mentoring experience.

15.06 Describe job shadowing and list the benefits of a job shadowing experience.