Promoting a Career Development Culture in Schools and Classrooms

Flowchart of Recommended Activity

March 2008

Engaging Professional Development

Staff Development

Professional Learning
- Developing an understanding of Career Development in the 21st Century
- Understanding and implementing current frameworks, guidelines and standards guiding best practice in Career Development

Professional Reading
- Journal articles
- Papers both Australian and International that have led to or informed the promotion of a Career Development Culture

Professional Membership
- Join a professional body eg, AACC, CEAWA

Ensuring that all young people are equipped and supported to:

- Make informed choices about life, learning and work opportunities and take personal responsibility for those choices
- Develop, implement, review and adapt action strategies to optimise life, learning and work decisions.
- Access relevant and timely information and networks

Flowchart of Recommended Activity

School Planning and Implementation

1. Whole School Support & Coordination

- School & Community Support
- Career Development Coordination
- Staff Professional Development
- Sustainability

2. Embedding Career Competencies (ABCD)

- Conduct a needs assessment
- Identify connection with other programs – Integrated curriculum
- Conduct an audit

3. Program Development / Redesign

- Program Delivery,
  E.g. IPPs, Career Education, Transition Portfolio, exit plan
- Service Provision
  E.g. Career Information, guidance & counselling, transition support, monitoring and tracking

4. Effective Implementation

- Follow through on decisions made
- Monitor, review & evaluate

5. Continual Promotion

- Promote the career development culture through staff, parent evenings etc.

Incorporating the ABCD and the WA Guidelines for Career Development and Transition Support Services

1. Whole School Support & Coordination

School and Community Support

Focus: Schools need to take a leading role in assisting students in managing their transition processes

Career Development Coordination

Focus: Whole school coordination requires a dedicated practitioner to liaise with school personnel to deliver a range of programs and services

Staff Professional Development

Focus: Career development programs and transition support services are underpinned by national standards accessed through appropriate professional development

Sustainability

Focus: Career development activity is critical to the ongoing success of the school and is a critical component in long term planning and implementation

2. Embedding Career Competencies (ABCD)

Conduct a Needs Assessment

Focus: To ensure that student needs are met and to provide a basis for the implementation of appropriate programs and services.

Identifying Connections – Integrated Curriculum

Focus: Mapping / integrating career competencies to programs currently delivered to illustrate that it can provide a realistic focus for students

Conduct an Audit

Focus: Determine extent of current activity, strengths, weaknesses and gaps. The results of the audit can be used as a vehicle to inform recommendations for change

3. Program Development / Redesign

3.1 Program Delivery

Individual Pathway Planning

Focus:
- Goal setting
- Action planning

Career Development & Transition Portfolio

Focus:
- Gathering evidence / artefacts of achievement

Exit Planning

Focus:
- Goal setting for post school life
- Action Planning for post school life

Career Education

Focus:
- Self awareness raising
- Career exploration
- Developing career management skills

Enterprise Education

Focus
- Enterprise skills: initiative, enterprise…
- Opportunity ready

VET & SWL

Focus:
- Workplace readiness
- Preparation for a training environment

Other Programs

For example:
- Senior School Engagement Programs (SSEPs)
- Values Education
- Mindmatters

3. Program Development / Redesign

3.2 Service Provision

Career Information, Guidance & Counselling

Focus:
- Assist with decision making at key points of transition

Transition Support

Focus:
- Provide self-help facilities
- Early intervention support

Placement or Referral

Focus:
- Secure and retain education, training or employment

Access & Equity

Focus:
- Mentoring
- Case management

Monitoring & Tracking

Focus:
- Academic and social
- Through school and post-school

Community, Industry & Interagency Relationships

Focus:
- Shared vision with all stakeholders
- Partnerships

4. Effective Implementation

Following Through on Decisions Made

Focus: It is critical that the working party used during the planning phase are involved in the implementation of the whole school program and services

Monitor, Review & Evaluate

Focus: Regular monitoring ensures that the programs and services have been implemented effectively. Annual reviews can be used to evaluate the overall effectiveness of programs and services

5. Continual Promotion

Promote the Programs & Services

Focus: Employ strategies to actively promote or showcase programs and services to staff, students, parents and the wider community such as parent evenings, open days and newsletters