

# EXPLORE: *ACP Self-Assessment Rubric*

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## CAREER EXPLORATION- MIDDLE SCHOOL

### **Middle School Students**

- Identify career clusters and pathways.
- Have access to career information for career exploration.
- Take age-appropriate inventories and assessments for career exploration.

### **Middle School Students**

- Describe how careers are categorized by career clusters and pathways.
- Take age-appropriate inventories and assessments for career exploration to identify related career clusters and pathways.
- Locate information on clusters based on their interests and self-awareness.
- Examine career information for career exploration.
- Are exposed to activities based on a wide variety of career clusters and pathways.
- Research in-depth two or more pathways of interest.

### **Middle School Students**

- Identify 2-3 career clusters that are compatible with their interests, strengths, and values as identified in assessments.
- Utilize general career pathway information that correlates to strengths, values and interests to identify careers of interest.
- Describe how careers of interest relate to their assessment information and interests.
- Can make connections between skills acquired in and out of school and how they apply to careers of interest
- Choose extracurricular activities based upon interests, strengths, careers of interest.

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## CAREER EXPLORATION- HIGH SCHOOL

### High School Students

- Are aware of social skills needed for employability.
- Relate the relationship between specific occupations, standards of living, and the educational requirements for specific occupations.
- Are exposed to labor market information about the current and evolving demand for particular occupations.
- Summarize the purpose of a resume and job application.

### High School Students

- Demonstrate social skills needed for employability.
- Identify the different types of career information to consider when making decisions about career, education and training options.
- Locate and link labor market information to its impact on career selection.
- Correlate salary levels and the implications of student loans repayment.
- Identify the qualities of effective job seeking skills and tools such as resumes, cover letters, job applications, and interviews.
- Compose a resume and complete a job application for an actual job or as a simulation.

### High School Students

- Identify and exhibit positive social skills consistent with successful and enduring employability.
- Differentiate salary levels by level of education, job responsibilities and skills required.
- Estimate the impact of student loan, in comparison to career selection, to future financial capacity.
- Identify the financial impact of fringe benefits, work schedules, and other information related to the personal and financial value of specific careers.
- Compare postsecondary options based on the analysis of costs, salary expected in desired career, to personal long term financial goals.
- Compile effective skills for job seeking including resumes, job applications, cover letters, and interviewing.

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## WORLD OF WORK & LABOR MARKET

### **Middle School Students**

- Understand the relationship between salary and standards of living.
- Are aware of social skills needed for employability.

### **High School Students**

- Are aware of social skills needed for employability.
- Relate the relationship between specific occupations, standards of living, and the educational requirements for specific occupations.
- Are exposed to labor market information about the current and evolving demand for particular occupations.
- Summarize the purpose of a resume and job application.

### **Middle School Students**

- Understand salary, standards of living, and connections to different careers' earning potential.
- Demonstrate social skills needed for employability.

### **High School Students**

- Demonstrate social skills needed for employability.
- Identify the different types of career information to consider when making decisions about career, education and training options.
- Locate and link labor market information to its impact on career selection.
- Correlate salary levels and the implications of student loans repayment.
- Identify the qualities of effective job seeking skills and tools such as resumes, cover letters, job applications, and interviews.
- Compose a resume and complete a job application for an actual job or as a simulation.
- Compare opportunities available for high school work-based learning.

### **Middle School Students**

- Understand salary, standards of living, connections to different careers, and education and training for multiple levels of jobs within the same career pathway.
- Identify and exhibit positive social skills consistent with employability.
- Participate in a service learning or volunteer activity.

### **High School Students**

- Identify and exhibit positive social skills consistent with successful and enduring employability.
- Differentiate salary levels by level of education, job responsibilities and skills required.
- Estimate the impact of student loan, in comparison to career selection, to future financial capacity.
- Identify the financial impact of fringe benefits, work schedules, and other information related to the personal and financial value of specific careers.
- Compare postsecondary options based on the analysis of costs, salary expected in desired career, to personal long term financial goals.
- Compile effective skills for job seeking including resumes, job applications, cover letters, and interviewing.
- Participate in at least one high school work-based learning opportunity that connects to desired career cluster.

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## POST-SECONDARY EDUCATION & TRAINING OPTIONS

### **Middle School Students**

- Identify postsecondary education & training options, including 2 & 4 year colleges, technical certificate programs, registered apprenticeships, and careers.

### **High School Students**

- Identify postsecondary education & training options, including 2 & 4 year colleges, technical certificate programs, registered apprenticeships, and careers.
- Relate the connection between current academic performance and high school graduation requirements and availability of postsecondary education options.
- Identify the criteria for selection of post-secondary educational institutions.
- Plan their high school courses and activities to align with career clusters, pathways and postsecondary goals in mind.
- Share postsecondary interests with their families.
- Create a course selection plan with a family member or mentor.

### **Middle School Students**

- Identify postsecondary options in relation to career clusters of interest, including degrees and certifications.

### **High School Students**

- Identify the education and training requirements to pursue careers in their career cluster and pathway of interest.
- Create a course plan aligned to college admission requirements and/or skills needed for careers of interest.
- Identify the variety educational opportunities and transferability of postsecondary education options within cluster and pathway of interest.
- Compare postsecondary options with families.
- Create a financial and educational plan to prepare for potential post-secondary options with a family member or mentor.
- Identify how to develop and use personal criteria for selecting a post-secondary institution when visiting 2 and 4 year colleges, training programs or other educational institutions.

### **Middle School Students**

- Create a sample high school and postsecondary Program of Study for a career identified in a career cluster and pathway of interest.

### **High School Students**

- Identify and compare multiple and different types of postsecondary options related to their career clusters, pathways and careers of interest.
- Develop a financial and educational plan to align with postsecondary education or training costs that connects to personal career and postsecondary ACP goals.
- Document at least two career pathway routes to achieve the same personal ACP goals.
- Research multiple different postsecondary options, against personal criteria for selection by attending post-secondary visit days, speaking with admissions officers, interviewing students or other staff/faculty, utilizing online career and post-secondary sites and their comparison search engines.
- Evaluate postsecondary options with parents and supportive adults.