

# Grade 8

Adopted 2006

## Career Awareness and Preparation

- A.** Relate careers to individual interests, abilities, and aptitudes. 13.1.8.A
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- B.** Relate careers to personal interests, abilities and aptitudes. 13.1.8.B
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- C.** Explain how both traditional and nontraditional careers offer or hinder career opportunities. 13.1.8.C
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- D.** Explain the relationship of career training programs to employment opportunities. 13.1.8.D
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- E.** Analyze the economic factors that impact employment opportunities, such as, but not limited to:
  - Competition
  - Geographic location
  - Global influences
  - Job growth
  - Job openings
  - Labor supply
  - Potential advancement
  - Potential earnings
  - Salaries/benefits
  - Unemployment 13.1.8.E
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- F.** Analyze the relationship of school subjects, extracurricular activities, and community experiences to career preparation. 13.1.8.F
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- G.** Create an individualized career plan including, such as, but not limited to:
  - Assessment and continued development of career portfolio
  - Career goals
  - Cluster/pathway opportunities
  - Individual interests and abilities
  - Training/education requirements and financing 13.1.8.G
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- H.** Choose personal electives and extra curricular activities based upon personal career interests, abilities and academic strengths. 13.1.8.H

## Career Acquisition (Getting a Job)

- A.** Identify effective speaking and listening skills used in a job interview. 13.2.8.A
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- B.** Evaluate resources available in researching job opportunities, such as, but not limited to:
  - CareerLinks
  - Internet (i.e. O\*NET)
  - Networking
  - Newspapers
  - Professional associations
  - Resource books (that is Occupational Outlook Handbook, PA Career Guide) 13.2.8.B

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- C.** Prepare a draft of career acquisition documents, such as, but not limited to:
  - Job application
  - Letter of appreciation following an interview
  - Letter of introduction
  - Request for letter of recommendation
  - Resume 13.2.8.C
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- D.** Develop an individualized career portfolio including components, such as, but not limited to:
  - Achievements
  - Awards/recognitions
  - Career exploration results
  - Career plans
  - Community service involvement/projects
  - Interests/hobbies
  - Personal career goals
  - Selected school work
  - Self inventories 13.2.8.D
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- E.** Explain, in the career acquisition process, the importance of the essential workplace skills/knowledge, such as, but not limited to:
  - Commitment
  - Communication
  - Dependability
  - Health/safety
  - Laws and regulations (that is Americans With Disabilities Act, child labor laws, Fair Labor Standards Act, OSHA, Material Safety Data Sheets)
  - Personal initiative
  - Self-advocacy
  - Scheduling/time management
  - Team building
  - Technical literacy
  - Technology 13.2.8.E
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## Career Retention and Advancement

- A.** Determine attitudes and work habits that support career retention and advancement. 13.3.8.A
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- B.** Analyze the role of each participant's contribution in a team setting. 13.3.8.B
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- C.** Explain and demonstrate conflict resolution skills:
  - Constructive criticism
  - Group dynamics
  - Managing/leadership
  - Mediation
  - Negotiation
  - Problem solving 13.3.8.C
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- D.** Analyze budgets and pay statements, such as, but not limited to:
  - Charitable contributions
  - Expenses
  - Gross pay
  - Net pay
  - Other income
  - Savings
  - Taxes 13.3.8.D
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- E.** Identify and apply time management strategies as they relate to both personal and work situations. 13.3.8.E
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- F.** Identify characteristics of the changing workplace including Americans With Disabilities Act accommodations, and explain their impact on jobs and employment. 13.3.8.F
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- G.** Identify formal and informal lifelong learning opportunities that support career retention and advancement. 13.3.8.G
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## Entrepreneurship

- A.** Compare and contrast entrepreneurship to traditional employment, such as, but not limited to:
  - Benefits
  - Job security
  - Operating costs
  - Wages 13.4.8.A
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- B.** Evaluate how entrepreneurial character traits influence career opportunities. 13.4.8.B
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- C. Identify and describe the basic components of a business plan, such as, but not limited to:**
- Business idea
  - Competitive analysis
  - Daily operations
  - Finances/budget
  - Marketing
  - Productive resources (human, capital, natural)
  - Sales forecasting
- 13.4.8.C