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# Career Development 10 Course Outline

**Teacher: Mr. Dave Denike**

Career Development 10 is a mandatory full credit course for first year students in the Options and Opportunities Program. It is designed to help students to develop their skills, explore a variety of career options, manage resources, and develop a career plan.

*Units / Themes*

**The course consists of the following five (5) units and the following twenty (20) outcomes:**

1. Personal Development - 25%

2. Career Awareness - 25%

3. Workplace Readiness - 20%

4. Financial Management -15%

5. Life/ Work Portfolio - 15%

1. Personal Development

Students will be expected to:

1.1 Continue to develop independent decision making skills.

1.2 Develop effective communication and teamwork skills.

1.3 Effectively manage personal relationships and conflicts.

1.4 Describe strategies to deal with personal and community health issues.

1.5 Demonstrate respect and appreciation for a diversity of cultural values.

1.6 Demonstrate an understanding of the impact of different attitudes and beliefs.

2. Career Awareness

Students will be expected to:

2.1 Articulate personal interests, attributes, skills, learning styles and preferences.

2.2 Access, interpret and evaluate career information.

2.3 Engage in life/ work planning and goal setting.

2.4 Apply the knowledge and skills needed to seek and obtain work.

3. Workplace Readiness

Students will be expected to:

3.1 Demonstrate knowledge and skills related to occupational health and safety and WHMIS.

3.2 Assess their employability based on the Conference Board of Canada Employability Skills 2000+.

3.3 Demonstrate an understanding of workplace hierarchies, relationships and etiquette.

4. Financial Management

Students will be expected to:

4.1 Make life/ work decisions that balance values, financial realities and media influences.

4.2 Demonstrate strategies for managing money in life and work.

4.3 Demonstrate understanding of consumer rights, responsibilities and issues.

5. Life/ Work Portfolio

Students will be expected to:

5.1 Include items to demonstrate growth in knowledge and skills

5.2 Include items that demonstrate the development of a career plan

5.3 Include items that illustrate their interests and abilities

5.4 Communicate their career plan

Expectations and Class Behaviour

The following are a few expectations for classroom behaviour. Come to class prepared. Bring your binder, books, pens, loose leaf, and any other materials we are working with. Treat everyone with RESPECT. This means:

* Showing up to class on time.
* Understanding that it is okay for people to disagree with your views.
* Waiting your turn to speak.
* Using appropriate, polite language.
* Being prepared for discussions. Don’t be afraid to ask questions. Chances are others in the class are wondering the same thing.
* Cell phones are to be turned off and put away during class.

Evaluation and Assessment:

The term mark is calculated using a variety of outcome based assessment and evaluation methods and tools. The mark reflects to what degree the students has met the outcomes for each unit in Career Development 10.

Some of the assessment and evaluation method are: Written and Oral Assignments, Outcome Based Activities and Tasks, Presentations and Group Work, Tests and Quizzes.

NOTE: Cumulative marks follow a system where category (unit) percentages are attached to a variety of assessments for each of the 5 units. Cumulative marks provide a ‘snapshot’ of a student’s progress at any time in the course without locking in a grade prior to the conclusion of the course. All marks will be put into PowerSchool so parents and students can get an accurate account of the marks after assessments are graded.

All assignments and classroom tasks and activities are to be handed in on time. If you do miss a deadline, you must hand in your assignment on the next school day, whether you have my class on that day or not.

Make-up tests will be arranged for those students who have missed a test, but only if the student provides a written note from home explaining the reason why the test was not written on the originally scheduled test day.

Extra Help/Questions/Comments: I am available in the morning, at lunchtime, or after school.

Communication

Parents, please feel free to contact me at any time to discuss your son or daughter, the course, or if you have any questions or concerns.

Phone: 464-5220

EMAIL: [ddenike@hrsb.ca](mailto:ddenike@hrsb.ca) (Quickest way to communicate with me during school hours and in the evening)

Denike Online: http://hrsbstaff.ednet.ns.ca/denikedm/

School website: <http://www.coleharbourhigh.ednet.ns.ca/>

Student-Parent Portal for PowerSchool: <https://sishrsb.ednet.ns.ca/public/>

