

Supplemental Lesson Plan: CareerStarter

To Accompany NCCER's Core:

Basic Employability Skills Module

Objectives	 Help learners gain knowledge and insight into construction industry crafts. Match passions and skills to available construction career pathways. Make resume generation simple for learners by filling out their profiles. Provide access to listings of entry-level positions and educational opportunities. Prepare learners for job interviews through mock interview practice.
Materials	 Projector or SMART Board Computer or Mobile Device Internet or Wi-Fi Access to their email
Helpful Resources	 About CareerStarter Video: https://youtu.be/l2hOP1O0sFw CareerStarter Demo: https://youtu.be/jd-yHhC0Slo BYF Trading Cards: https://www.byf.org/wp-content/uploads/2024/05/BYF_trading_cards-2024-2.pdf Mock Interview Questions Downloadable: https://careerstarter.nccer.org/media/2024/10/CareerStarter-Mock-Interview-Questions.pdf
Engage	Browse over the BYF trading cards. Have the learners choose the ones that interest them or the ones they plan to pursue and discuss the following questions: • What are their interests? • What field in the industry are they pursuing? Create a chart while the discussion is taking place. • Did you notice any trends? • Are learners naming the most popular crafts?
Explore	While displaying CareerStarter's website, have learners create an account and log in (https://app.skillhero.works/careerstarter-signup). Discuss key areas of what CareerStarter offers. Have learners click on Career Explorer. Give learners time to look through both the Crafts and Industry sections. As learners are exploring the website, have them follow companies that interest them.



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Explain	 Resume Set Up Go through each section of their profile and give learners time to fill in areas that apply to them. Make sure they input any of their experience or work history. Explain that their profiles will need to be updated as they continue their learning and gain on-the-job experience. Export and save their resume (if their profile is complete). Explore open positions and educational opportunities. Note: Learners can use CareerStarter whenever they'd like to look for jobs available in their area, to search for educational opportunities after graduating, or to explore the various craft career pathways. Learners can quickly and easily download their resume from their profile. Keeping their profile up to date will also keep their resume up to date.
Elaborate	 Mock Interviews: Go over what an interview consists of, show a video, and discuss mock interview questions downloadable. Pair learners up and explain that they will act as hiring managers and interviewees. Learners will take turns being the hiring manager asking the questions, then switch roles to being the interviewee answering the questions. Monitor mock interviews and point out highlights from each interview. Once completed, pose the following questions: What went well? What would you change before the next interview? Discuss the proper dress code for interviews and discuss the importance of first impressions. If you would like someone to facilitate the mock interviews, you can schedule a session here: https://outlook.office365.com/owa/calendar/CareerStarterDemo@nccer.org/bookings/
Evaluate	Have learners reflect on what they've learned about the different craft careers. Let them imagine their dream job and being the lead of their crew. Now, have them think about how they'd answer the following questions: • What defines a great leader? Why were you chosen to lead your crew? • What would your crew expect from you as their leader? How would you keep not only yourself but your crew productive and happy on the job? Have them write a speech as if it were their first day on the job, including aspects of each question and how they would apply to their team. Be sure learners include details on the craft they are in and how they would lead the team to higher responsibilities.
Ongoing Activity	Host a Career Day or similar event. Have as many local construction and industry companies come and set up booths. Learners can visit these booths to learn about the local jobs available. Encourage companies to hand out business cards or informational materials that learners can use to connect with these companies once training is complete.