



Career Awareness



Career Exploration



Career Preparation



Advanced Training & Employment



# MICHIGAN CAREER DEVELOPMENT MODEL

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# Michigan Career Development Model

## TABLE OF CONTENTS

<b>PURPOSE OF THE MICHIGAN CAREER DEVELOPMENT MODEL .....</b>	<b>5</b>
<b>CAREER ZONES .....</b>	<b>6</b>
<b>CAREER AWARENESS (GRADES K-6) .....</b>	<b>8</b>
<b>ELEMENTARY (GRADES K-3) .....</b>	<b>8</b>
<i>Target 1: Career Zones .....</i>	<i>8</i>
<i>Target 2: Contextualized Academics .....</i>	<i>8</i>
<i>Target 3: Career Awareness .....</i>	<i>8</i>
<i>Target 4: Out of School Time/Family Engagement .....</i>	<i>9</i>
<b>UPPER ELEMENTARY (GRADES 4-6) .....</b>	<b>10</b>
<i>Target 1: Career Zones .....</i>	<i>10</i>
<i>Target 2: Contextualized Academics .....</i>	<i>10</i>
<i>Target 3: Career Awareness .....</i>	<i>10</i>
<i>Target 4: Out of School Time/Family Engagement .....</i>	<i>11</i>
<b>CAREER AWARENESS RESOURCES .....</b>	<b>12</b>
<b>CAREER EXPLORATION (GRADES 7-8) .....</b>	<b>15</b>
<b>MICHIGAN'S 17 CAREER CLUSTERS .....</b>	<b>16</b>
<b>MIDDLE SCHOOL (GRADES 7-8) .....</b>	<b>17</b>
<i>Target 1: Career Clusters/Career Pathways .....</i>	<i>17</i>
<i>Target 2: Contextualized Academics .....</i>	<i>17</i>
<i>Target 3: Career Exploration.....</i>	<i>18</i>
<i>Target 4: Out of School Time/Family Engagement.....</i>	<i>18</i>
<i>Target 5: Career Interest Inventories and Activities.....</i>	<i>19</i>
<i>Target 6: Career Planning .....</i>	<i>19</i>
<i>Target 7: Educational Development Plan (EDP) .....</i>	<i>19</i>
<i>Target 8: Talent Portfolio .....</i>	<i>20</i>
<b>CAREER EXPLORATION RESOURCES .....</b>	<b>21</b>
<b>CAREER PREPARATION (GRADES 9-12) .....</b>	<b>24</b>
<b>HIGH SCHOOL (GRADES 9-10).....</b>	<b>25</b>
<i>Target 1: Career Clusters/Career Pathways .....</i>	<i>25</i>
<i>Target 2: Contextualized Academics .....</i>	<i>25</i>
<i>Target 3: Career Preparation .....</i>	<i>26</i>
<i>Target 4: Out of School Time/Family Engagement.....</i>	<i>26</i>
<i>Target 5: Career Interest Inventories and Activities.....</i>	<i>27</i>
<i>Target 6: Career Planning .....</i>	<i>27</i>

<i>Target 7: Educational Development Plan (EDP)</i> .....	28
<i>Target 8: Talent Portfolio</i> .....	28
<b>HIGH SCHOOL (GRADES 11-12)</b> .....	<b>29</b>
<i>Target 1: Career Clusters/Career Pathways</i> .....	29
<i>Target 2: Contextualized Academics</i> .....	29
<i>Target 3: Career Preparation</i> .....	30
<i>Target 4: Out of School Time/Family Engagement</i> .....	30
<i>Target 5: Career Interest Inventories and Activities</i> .....	31
<i>Target 6: Career Planning</i> .....	31
<i>Target 7: Educational Development Plan (EDP)</i> .....	32
<i>Target 8: Talent Portfolio</i> .....	32
<b>CAREER PREPARATION RESOURCES</b> .....	<b>33</b>
<b>APPENDIX A</b> .....	<b>36</b>

# Michigan Career Development Model

## Purpose of the Michigan Career Development Model

The Michigan Career Development Model (MI CDM) is designed to provide all students (K-12) in the Michigan educational system with the necessary knowledge and skills for success in a career of their choice and lifelong learning.

Massive changes taking place in all areas of employment in America present new challenges to those seeking productive careers. The impact of rapidly changing technology and an expanding global economy is being felt across all career areas and all levels of education. Employers have expectations for well-prepared, motivated employees possessing academic skills in mathematics, communications, and science. People who possess soft skills such as a good work ethic, teamwork skills, problem-solving skills, critical thinking skills, technological literacy, and a desire for continued learning are in high demand. No longer can people graduating from one of Michigan's high schools, colleges, or universities be assured of commensurate employment unless they have the necessary knowledge and skills to meet an employer's needs.

This guidance is designed to provide the targets for implementing the MI CDM. The Michigan Department of Education (MDE) recommends districts utilize their school improvement team to implement this model.

In 2018 several bills were passed in the legislature that require school districts to take a more active role in assisting students as they prepare for their future education and careers. Districts must incorporate grade level career development education within their K-12 educational delivery system. Additional information regarding the legislative requirements are referenced in [Appendix A](#).

The MI CDM provides required targets and suggested instructional strategies to meet those targets, organized by K-12 grade level bands, designed to assist schools in developing a local or regional model program. Although the model is organized by grade level bands, the district is expected to deliver career development at each grade level. The bands were designed to allow flexibility in delivery, not to omit instruction in a grade level.

The grade level bands are:

- Career Awareness: Grades K-3
- Career Awareness: Grades 4-6
- Career Exploration: Grades 7 & 8
- Career Preparation: Grades 9 & 10
- Career Preparation: Grades 11 & 12

# CAREER ZONES

The six Michigan Career Zones are broad groupings of careers that share similar characteristics and whose employment requirements call for many common interests, strengths, and competencies. Some careers may have connections to more than one pathway. Education agencies will determine how best to include these in their pathway structure to provide appropriate experiences for students.

There are six zones identified for Michigan that are designed to cover all career opportunities and reflect these critical characteristics:

- Encompass the entire spectrum of career options available to students;
- Share common characteristics for careers within each zone;
- Provide opportunities for all students and all ability levels;
- Offer significant potential for knowledge and skill transferability within the zone; and
- Encompass the full range of work requirements within each zone from basic entry level to more advanced.

## **ARTS AND COMMUNICATIONS**

Careers related to the humanities and to the performing, visual, literary and media arts.

## **BUSINESS, MANAGEMENT, MARKETING, AND TECHNOLOGY**

Careers related to all aspects of business including accounting, business administration, finance, information processing, and marketing.

## **ENGINEERING/MANUFACTURING AND INDUSTRIAL TECHNOLOGY**

Careers related to the technologies necessary to design, develop, install, or maintain physical systems.

## **HEALTH SCIENCES**

Careers related to the promotion of health as well as the treatment of injuries, conditions, and disease.

## **HUMAN SERVICES**

Careers in early childhood, civil service, education, hospitality, and the social services.

## **NATURAL RESOURCES AND AGRISCIENCE**

Careers related to natural resources, agriculture, and the environment.

# Michigan Career Development Model



## CAREER AWARENESS

### Elementary School (Grades K-3 and 4-6)

#### **Definition of Career Awareness:**

During the early grade levels students become familiar with careers through learning that connects classroom instruction to future work. Career Awareness strategies introduce students to various types of careers. At the elementary level it is important that student exposure includes a broad spectrum of Career Zones, including careers that are nontraditional for their gender.

The targets create learning opportunities that support academic rigor, knowledge and skill development, social emotional learning, and career awareness. The following Career Awareness section contains learning targets and suggested strategies that can be utilized to assist schools in developing a local or regional career development model.

# Michigan Career Development Model

## Career Awareness

### Elementary (Grades K-3)

#### Target 1: Career Zones

##### Introduce Students and Parents to Michigan's Six Career Zones

Suggested Strategies:

- Letter to parents introducing the K-3 Career Awareness process
- Communicate career planning initiatives to parents (i.e. brochures, newsletters, websites, etc.)
- Parent and community members as career guest speakers
- Career awareness through search engine tools (i.e. Xello [formerly Career Cruising], MI Bright Future, My Next Move, Pathfinder, Naviance, Kuder, etc.)

#### Target 2: Contextualized Academics

##### Introduce Career Zones through Academic Subject Matter

Suggested Strategies:

- Embed Career Awareness activities in the core curriculum through a career focused education
- Focus on each Career Zone in a specific grade or subject matter
- Introduction to college and community-based programs (i.e. Math Corps, DAPCEP, Girls Who Code, etc.)
- STARBASE, Lego League, etc.
- Learning as a part of work

#### Target 3: Career Awareness

##### Engage Students in Career Awareness Activities

Suggested Strategies:

- College apparel days
- Classroom art project focusing on careers
- Visiting parents at work
- Business and industry guest speaker
- Begin identifying personal traits and characteristics that may later link to career interests
- Introduce soft skills
- Introduce the awareness of nontraditional careers
- Exploration play around Career Zones



## **Target 4: Out of School Time/Family Engagement**

### **Engage Students and Families in Out of School Activities to Support Career Awareness**

#### Suggested Strategies:

- Voluntary home visits by teachers for families
- Parent leadership classes, school councils, and committees
- Afterschool classes linked to school curriculum
- Creation of a school “hub” of activities for students, families, and community members
- Family support groups and education classes to promote family learning, develop job skills, and address health needs
- Local partners cosponsor community, building, and cultural events (i.e. health fair, heritage celebration, Math Corps, DAPCEP, Girls Who Code, 4-H, Girl & Boy Scouts of America, etc.)
- Career focused summer camps (i.e. STEM, Health, IT, etc.)
- Participation of family in events/activities held at museums, libraries, zoo, state parks, etc.

# Michigan Career Development Model

## Career Awareness

### Upper Elementary (Grades 4–6)

#### Target 1: Career Zones

##### Continue to Introduce Students and Parents to Michigan’s Six Career Zones

###### Suggested Strategies:

- Letter to parents introducing the grade 4-6 Career Awareness process
- Career Awareness field trips
- Career Awareness library assignment/book fair/book reports
- Family STEM/Engineering/Health/Public Safety nights
- Target activities for a deeper awareness of the six Career Zones
- Career awareness through search engine tools (i.e. Xello [formerly Career Cruising], MI Bright Future, My Next Move, Pathfinder, Naviance, Kuder, etc.)

#### Target 2: Contextualized Academics

##### Continue to Introduce Career Zones through Academic Subject Matter

###### Suggested Strategies:

- College and community-based programs (i.e. Junior Achievement, Math Corps, DAPCEP, Girls Who Code, etc.)
- Science Fairs, Science Olympiad, Robotics, STARBASE, Project Lead the Way, Lego League, etc.
- Embed Career Awareness activities in the core curriculum through a career focused education
- Focus on each Career Zone in a specific grade or subject matter
- Begin to link core academics to Career Zones

#### Target 3: Career Awareness

##### Engage Students in Career Awareness Activities

###### Suggested Strategies:

- Identify jobs in a Career Zone; include what is a nontraditional job
- College and career apparel days
- College and career awareness expo
- Participation in career interest inventories
- Career specific awareness days (i.e. Manufacturing Day, Health Occupations, Construction Days, etc.)
- Workplace tour
- Career interest interview of a community or family member followed by a written report
- Research paper on top three career interest areas
- Business and industry guest speakers
- Basic soft skills/work ethic discussions
- Character building activities (i.e. who am I, what are values, strengths, weaknesses, citizenship, etc.)

## **Target 4: Out of School Time/Family Engagement**

### **Engage Students and Families in Out of School Activities to Support Career Awareness**

#### Suggested Strategies:

- Back to School Night (class meetings where parents and teachers share learning strategies, review home learning tips, develop a communication plan)
- Student-led conferences to showcase portfolios of student work, followed by 1:1 conversation about learning and goal setting
- School tours led by students and community walks led by parents
- Afterschool classes linked to school curriculum
- Creation and/or continuation of a school “hub” of activities for students, families, and community members
- Family support groups and education classes to promote family learning, develop job skills, and address health needs
- Local partners cosponsor community, building, and cultural events (i.e. Health Fair, Heritage Celebration, Math Corps, DAPCEP, Girls Who Code, 4-H, Girl & Boy Scouts of America, etc.)
- Career focused summer camps (i.e. STEM, Health, IT, etc.)
- School and community-based programs (i.e. Junior Achievement, Math Corps, DAPCEP, Girls Who Code, 4-H, Girls & Boy Scouts of America, etc.)
- Community resource awareness that supports family engagement in career awareness (i.e. museums, libraries, zoo, state parks, etc.)

# Career Awareness Resources

## Elementary (Grades K-3 and 4-6)

The following are some examples for your consideration in developing your model.

### **American School Counselor Association**

Career Conversation Starters

<https://www.schoolcounselor.org/school-counselors/publications-position-statements/career-conversation-starters>

ASCA Mindsets & Behaviors for Student Success: K-12 College and Career-Readiness Standards for Every Student

<https://www.schoolcounselor.org/asca/media/asca/home/MindsetsBehaviors.pdf>

Career Readiness from K-8

<https://www.schoolcounselor.org/newsletters/february-2018/career-readiness-from-k-8>

How Do You Promote Career Readiness?

<https://www.schoolcounselor.org/newsletters/february-2018/how-do-you-promote-career-readiness>

School Counselor Resources for College and Career Readiness

<https://www.schoolcounselor.org/newsletters/february-2018/from-the-chair-school-counselor-resources-for-col>

### **Michigan Department of Health & Human Services – Michigan Rehabilitation Services Assisting Students with Disabilities**

Pre-Employment Transition Services

[https://www.michigan.gov/mdhhs/0,5885,7-339-73971\\_25392\\_82325---,00.html](https://www.michigan.gov/mdhhs/0,5885,7-339-73971_25392_82325---,00.html)

Michigan Career & Technical Institute

[https://www.michigan.gov/mdhhs/0,5885,7-339-73971\\_25392\\_40242---,00.html](https://www.michigan.gov/mdhhs/0,5885,7-339-73971_25392_40242---,00.html)

Young Adults Looking for Employment

[https://www.michigan.gov/mdhhs/0,5885,7-339-73971\\_25392\\_70985---,00.html](https://www.michigan.gov/mdhhs/0,5885,7-339-73971_25392_70985---,00.html)

### **Xello [formerly Career Cruising]/MI Bright Future**

<https://public.careercruising.com/en/>

### **Michigan Department of Licensing and Regulatory Affairs Services for Blind Persons**

Blind and Low Vision Students Explore Careers in 21<sup>st</sup> Century Transportation

[https://www.michigan.gov/lara/0,4601,7-154-89334\\_28313-482212--,00.html](https://www.michigan.gov/lara/0,4601,7-154-89334_28313-482212--,00.html)

Blind Students Gain Employability Skills at Camp

[https://www.michigan.gov/lara/0,4601,7-154-89334\\_28313-475810--,00.html](https://www.michigan.gov/lara/0,4601,7-154-89334_28313-475810--,00.html)

## **Michigan's Action Plan for Literacy Excellence**

[https://www.michigan.gov/mde/0,4615,7-140-28753\\_74161---,00.html](https://www.michigan.gov/mde/0,4615,7-140-28753_74161---,00.html)

## **ADVANCE CTE State Leaders Connecting to Work**

Expanding Middle School CTE to Promote Lifelong Learner Success

<https://careertech.org/resource/expanding-middle-school-cte>

Engage Parents and Learners – How to Promote Career and Technical Education

<https://careertech.org/recruitmentstrategies>

Resources to Engage Policymakers, Parents, and Stakeholders-

<https://careertech.org/advocate>

## **Talent Portfolio Helpful Links:**

Edutopia – 11 Essentials for Excellent Digital Portfolios

<https://www.edutopia.org/blog/11-essentials-for-excellent-eportfolios-vicki-davis>

21<sup>st</sup> Century Digital Portfolio – Heritage High School, Newport News, VA

[http://heritage.nn.k12.va.us/career\\_portfolios.html](http://heritage.nn.k12.va.us/career_portfolios.html)

High School Essential Skills Portfolio Guide – The New Northern Virginia HS

[http://newschoolva.com/files/Portfolio\\_Guide.pdf](http://newschoolva.com/files/Portfolio_Guide.pdf)

High School E-Portfolio – Livermore HS, Livermore, CA

<https://livermorehs.schoolloop.com/portfolio>

Maine Career Advantage - Career Portfolios for Middle Schools Students

[http://www.breitlinks.com/careers/career\\_pdfs/portfolio.pdf](http://www.breitlinks.com/careers/career_pdfs/portfolio.pdf)

Diagnostic Center North, California Department of Education – Middle School Transition Portfolio Guide

[https://www.transitioncoalition.org/wpcontent/originalSiteAssets/files/docs/MSGuide\\_1214275537.pdf](https://www.transitioncoalition.org/wpcontent/originalSiteAssets/files/docs/MSGuide_1214275537.pdf)

## ***A Short List of Michigan Districts who Have Established Career Development Programs***

Grand Haven Area Public Schools “Homegrown” Program

<https://www.facebook.com/GrandHavenAreaPS/>

Muskegon Area Intermediate School District “Muskegon Made”

<https://www.muskegonisd.org/career-college/muskegonmade/>

Alpena Public Schools “Alpena Career & College Access Network (ACCAN)”

<http://www.alpenacareerandcollegeready.org/>

Genesee Intermediate School District “Career Planning Manual”

[https://www.geneseeisd.org/educational\\_programs/career\\_technical\\_education/additional\\_resources](https://www.geneseeisd.org/educational_programs/career_technical_education/additional_resources)

Kent Intermediate School District "Career Planning Tools"

<http://www.kentisd.org/instructional-services/career-readiness/educators/career-planning-tools/>

Stockbridge Schools "Academic Career Plan"

<https://docs.google.com/a/stockbridge.k12.wi.us/viewer?a=v&pid=sites&srcid=c3RvY2ticmlkZ2UuazEyLndpLnVzfh3d3xneDoxZWJkZTgyMzY5NGFmZjc2>

### **Career Development Models from Other States**

State of California Career Resource Network

<http://www.californiacareers.info/#?Lesson%20Plans>

State of Georgia Career Awareness and Exploration

<http://www.gadoe.org/Curriculum-Instruction-and-Assessment/CTAE/Pages/Elementary-Cluster-Activities.aspx>

State of Missouri Career Awareness and Exploration

<https://dese.mo.gov/college-career-readiness/school-counseling/curriculum/career-development-lesson-plans>