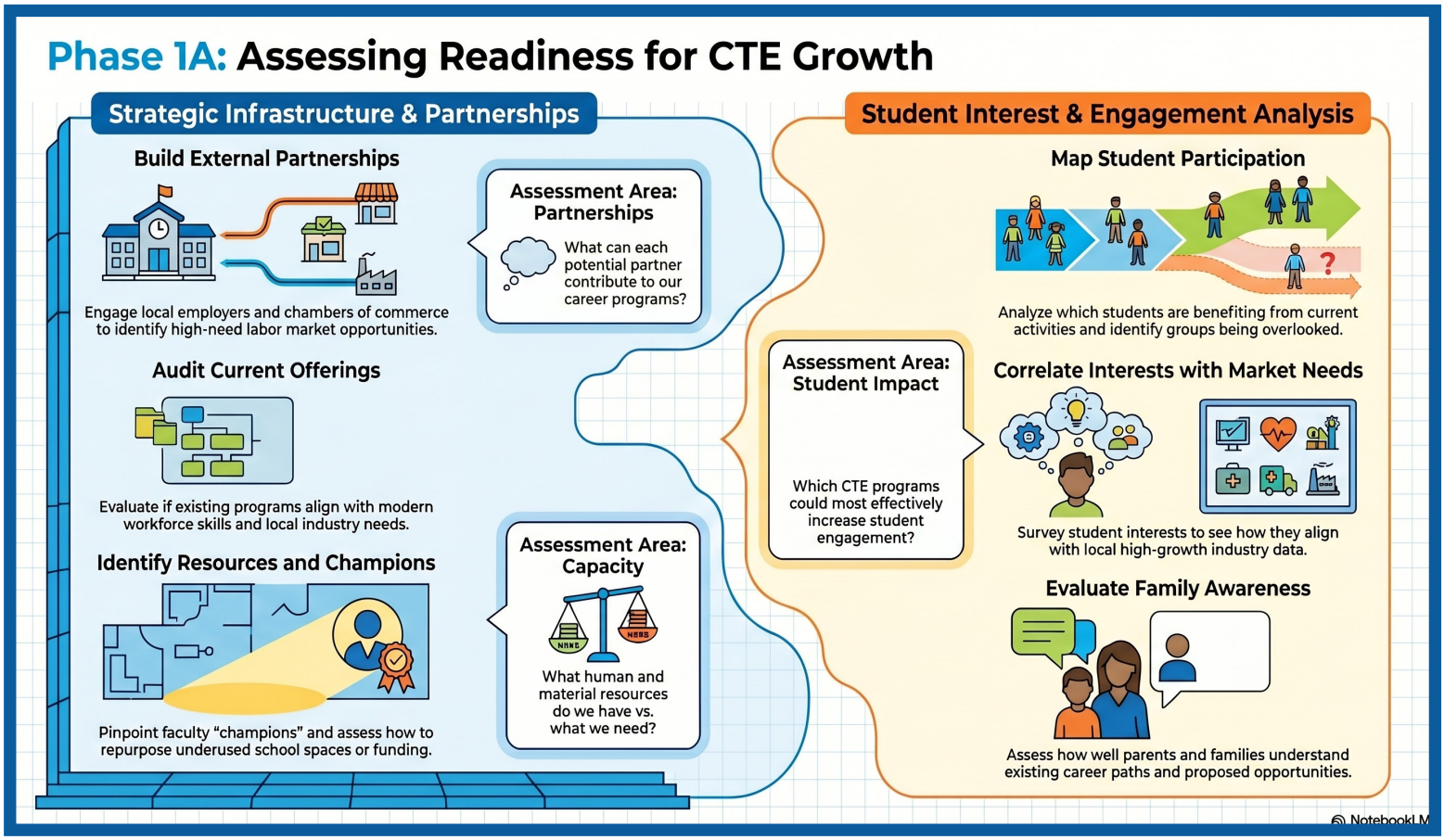
Phase 1A: Assess

Phase 1A includes areas for you as a principal to research, consider, and assess in preparation for this new phase of school development, either personally or with a few trusted associates.



Click on image to enlarge

This explainer video reviews Phase 1A's goals and objectives.



Phase 1A

The following activities highlight goals to pursue and questions to ask at each step of the process of developing a more robust, comprehensive career readiness program for your school in a format meant to be accessible and user-friendly. The resource links below offer further detailed guidance, practical examples, and case studies.

ACTIVITIES

Engage with local employers, business association, chamber of commerce, and higher ed institutions to identify willing and critical partners and learn more about local labor market needs.

PURPOSE

- Develop relationships and identify potential partners.
- Understand the skills employers are seeking.
- Ensure goals are relevant.
- Analyze local labor market data.

QUESTIONS TO ASK

- What relationships do we need to develop to enable career readiness for all students?
- What are growing industries/ services with high-need job opportunities?
- What are the growing industries/services with high-need job opportunities?
- What career paths will have the most impact on young peoples' lives?
- What can each potential partner contribute?
- What challenges and opportunities do we face?

ACTIVITY RESOURCES

Internet Resources

- **Engaging employers (CTE)**
- **Work-and-Learn in Action: Successful Strategies for Employers (National Network of Business and Industry Associations)**

Examples

- **West Virginia Alignment Between CTE Programs and the Labor Market**
- **Columbus, Ohio (New Skills Ready Network)**
- **Nashville, TN (New Skills Ready Network)**
- **PA Career Ready Skills Toolkit**

PURPOSE

Evaluate current school-based offerings and capacities.

ACTIVITIES

- Find out how many and which students are benefiting.
- Determine whether current CTE/career-focus programs meet workforce needs.
- Assess school resources and capacity to expand current offerings or add new ones.

QUESTIONS TO ASK

- How can we document how many of our students are engaged in high quality career readiness activities?
- Are students developing a sense of purpose and connecting learning to their future goals?
- Do current programs align with today's skills? With local workforce needs?
- What career readiness human resources do we have (faculty, staff, community)?
- Who currently champions this work?
- Do we need to increase the number of staff/teachers involved in planning, program development, and implementation?
- What skills/programs/opportunities do we need to expand?
- What are our material resources? How can we grow resources (e.g. funding) and/or repurpose underused spaces?

ACTIVITY RESOURCES

Internet Resources

Work-based Learning Manual **(FHI360)**

Evidence-Based Approaches to Designing Effective Career and Technical Education Programs **(EdResearch)**

Forging Futures: The Next Generation of Pathways **(EdStrategy)**

How To Use Data To Build Next Generation Career & Technical Education **(SchoolLinks)**

Accelerate ED **(Resources and Reports)**

Examples

ReVISION CTE workbook **(Nebraska)** annual ReFRESH CTE self-evaluation worksheet **(Nebraska)**

ACTIVITY

Assess student interest and engagement.

PURPOSES

- Map existing career activities (e.g. internships, CTE courses, work-based learning) and analyze who is participating and their level of engagement.
- Survey student career readiness interests.
- Analyze academic and employability readiness for existing and potentially new career pathways.

QUESTIONS TO ASK

- How many students are involved? Who is left out or overlooked?
- How do student interests correlate with local workforce needs?
- How aware are parents/ families of existing career paths and opportunities?
- What do test and attendance data indicate about readiness for existing and proposed pathways?
- What career readiness programs could increase student engagement?

ACTIVITY RESOURCES

Internet Resources

- Cluster-by-Cluster Edition: The National Career Clusters Framework Career Interest Survey **(Advance CTE)**

Examples

- CTE in Ohio: In-Demand Jobs and CTE Pathways Alignment Map and Crosswalk Project **(AIR)**
- Maryland Career and Technical Education Needs Assessment