
NAVIGATION 101™

GRADE: 12

LESSON: 4



THEME: EXPLORING CAREERS

LESSON GOALS:

- Reflect on your goals and dreams for the future.
- Understand the connections between your interests and career ideas.

ESSENTIAL QUESTIONS:

- What are my interests?
- What should I do?

MATERIALS NEEDED:

- **Annual Goals Worksheet/High School and Beyond Plan**
- **Personal Career Plan**
- **Career Clusters Introduction Handout**

CLASSROOM ACTIVITIES:

1. **Set your goals for the year.** Look at the Academic Goals you developed during Lesson 3 in your portfolio. What do you hope to achieve this year? What kind of help do you need to achieve your goals?
2. **Complete Annual Goals Worksheet/High School & Beyond Plan.** All students graduating from high school in Washington State are required to complete a **High School & Beyond Plan**. Copy your Academic Goals onto the second page of the **Annual Goals Worksheet/High School and Beyond Plan**.
3. **Develop Career Goals.** Read the **Career Clusters Introduction Handout**. Answer the questions on the worksheet about your career cluster interests and complete a Career SMART Goal. (If you are having difficulty with this activity, come back to it after you have completed your Career Cruising and/or Wois Career Assessments.)

STUDENT PRODUCTS:

- **Annual Goals Worksheet/High School and Beyond Plan and and** file it in your portfolio.

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Rev 4/09

ANNUAL GOALS WORKSHEET/ HIGH SCHOOL AND BEYOND PLAN - Gr 12



Name: _____ Grade: _____ Advisor: _____

CAREER EXPLORATION REFLECTION

Congratulations you're finally a senior! To get to this point you've probably completed at least a few of the following activities. Using your Personal Career Plans completed since your freshman year, check mark all that you've completed and fill in any appropriate blanks:

- Learning Styles Assessment (*which is your strongest?*) _____
- Colors Assessment (*which is your strongest?*) _____
- What are your top 2 Career Clusters? _____

- List one or two Career Pathways you're considering (*look on the back of any of your Personal Career Plans*)

- Talent & Skills Assessment (*list 2 or 3 of your strongest skills*) _____

- Work Values Assessment (*list 2 or 3 work values*) _____

- List your top 2 or 3 Careers you're considering _____

Check mark the one Post-secondary choice below you plan on following:

- No postsecondary education (*please explain why*) _____
- Apprenticeship
- One-year certificate or credential
- Two-year degree
- Four-year degree
- Post-graduate degree
- Military Service
- Other

What was the most important career exploration exercise you completed? Why?



CAREER RESEARCH: Steps you have taken to be able to pursue a career that interests you:

- Registered for CTE courses or electives in my cluster area (*details*): _____

- Updated resume (or will update senior year): _____
- Conducted career interviews (list): _____
- Completed a job shadow: _____
- Obtained summer job or internship: _____

CAREER PREPARATION: Briefly describe how your high school coursework has prepared you for your choice of postsecondary program and/or career goal:

POSTSECONDARY RESEARCH: Your postsecondary plan based on the educational requirements for your top career choice (*check as many as apply*):

- No more education needed (explain why): _____
- Apprenticeship – Length, details: _____
- One-year credential – field of study: _____
- Two-year degree (AA or AS) – Major: _____
- Four-year degree (BA or BS) – Major: _____
- Postgraduate degree – Describe: _____

POSTSECONDARY PLANNING: Postsecondary institutions you have researched (*list institution and the major you wish to pursue; list military here – branch of service and job choice – if you wish to enlist*):



POSTSECONDARY PREPARATION: Steps you have completed or plan to take:

- Postsecondary visits, workplace interviews or discussions with a recruiter
- PSAT or PLAN *(for 4-year college)*
- SAT, SAT Subject Tests and/or ACT *(for 4-year college)*
- ASSET, ACCUPLACER and/or COMPASS *(for community or technical college)*
- ASVAB *(for military)*
- Have researched entrance requirements for all institutions listed above

FINANCIAL PREPARATION: Steps you have taken or will take to prepare yourself for the future:

- Have completed the FAFSA and/or CSS with family
- Have researched scholarship opportunities
- Have researched tuition and living expenses at postsecondary institutions listed above
- Have started a savings or checking account and/or obtained a debit card
- Have researched insurance issues related to turning 18: health and auto

COMMUNITY INVOLVEMENT: Steps you have taken or will take to become involved in the community:

- Have begun or completed volunteer service: ____ hours
- Have registered to vote (when 18)
- Have registered with Selective Service (for males, when 18)

BEYOND PLAN – BACKUP PLAN: Please describe briefly below what you hope to do after graduation AND what you will do if that plan doesn't work out.



WHAT ARE YOUR GOALS FOR THIS YEAR?

Using the **Citizenship Goal** and **Academic Goal Worksheets** you filed in your portfolio, please think about the goals you developed for 12th grade, and then copy them here. You can update them or change them if you want.

GOAL 1 (Citizenship): This year I will

GOAL 2 (Academic): This year I will

WHAT IS YOUR CAREER GOAL FOR THIS YEAR?

What do you want to do? How can you learn more about careers this year? Do you want to...

- Finish taking entrance exams, such as the SAT, ACT, COMPASS, ASSET, ACCUPLACER or ASVAB?
- Complete applications to programs and colleges?
- Apply for scholarships and financial aid?
- Finish advanced, dual credit, or CTE courses, or register for AP exams?
- Find a pre-apprenticeship, internship, or job in your chosen career area?

Please write at least one SMART goal below for to advance your career interests this year. Refer to the SMART Goal handout in your portfolio.

GOAL 3 (Career): This year I will



CAREER CLUSTERS INTRODUCTION



What do you want to do? One way to answer that question is to select a **Career Cluster**. Career clusters are groups of jobs that are based on similar interests, skills, and abilities.*

CAREER CLUSTER	CLUSTER DESCRIPTION	FOCUS AREAS	SAMPLE JOBS
Agriculture, Food, and Natural Resources	The production, processing, marketing, distribution, financing, and development of agricultural commodities and resources, including food, fiber, wood products, natural resources, horticulture, and other plant and animal products and resources.	<ul style="list-style-type: none"> • Food Products and Processing Systems • Plant Systems • Animal Systems • Power, Structural & Technical Systems • Natural Resource Systems • Environmental Science Systems • Agribusiness Systems 	<ul style="list-style-type: none"> • Aquaculturalist • Botanist • Ecologist • Environmental Compliance-Assurance Manager • Farmer/Rancher • Fish & Game Officer • Recycling Technician • Veterinarian • Wildlife Manager
Architecture and Construction	Careers in designing, planning, managing, building, and maintaining the built environment.	<ul style="list-style-type: none"> • Design/Pre-Construction • Construction • Maintenance/Operations 	<ul style="list-style-type: none"> • Architect • Carpenter • Civil Engineer • Demolition Engineer • Drywall Installer • Electrician • Interior Designer • Painter • Plumber • Roofer • Sheet and Metal Worker
Arts, A/V Technology, and Communications	Designing, producing, exhibiting, performing, writing, and publishing multimedia content including visual and performing arts and design, journalism, and entertainment services.	<ul style="list-style-type: none"> • Audio and Video Technology and Film • Journalism and Broadcasting • Performing Arts • Printing Technology • Telecommunications • Visual Arts 	<ul style="list-style-type: none"> • Actor • Broadcast Technician • Computer Animator • Curator • Director • Fashion Designer • Journalist • Musician • Telecommunication Tech • Web Page Designer

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CAREER CLUSTER INTRODUCTION, Continued

CAREER CLUSTER	CLUSTER DESCRIPTION	FOCUS AREAS	SAMPLE JOBS
Business, Management, and Administration	Planning, organizing, directing, and evaluating business functions essential to efficient and productive business operations.	<ul style="list-style-type: none"> • General Management • Business Information Management • Human Resources Management • Operations Management • Administrative Support 	<ul style="list-style-type: none"> • Administrative Assistant • Auditor • Entrepreneur • Finance Director • Marketing Analyst • Office Manager • Public Relations Manager • Wholesale and Retail Buyer
Education and Training	Planning, managing, and providing education and training services and related learning support services.	<ul style="list-style-type: none"> • Teaching and Training • Professional Support Services • Administration and Administrative Support 	<ul style="list-style-type: none"> • Administrator • Career Tech Administrator • Child Care Worker • Clinical Psychologist • Coach • Counselor • Principal • Teacher
Finance	Services for financial and investment planning, banking, insurance, and business financial management.	<ul style="list-style-type: none"> • Securities and Investments • Business and Finance • Banking Services • Insurance • Accounting 	<ul style="list-style-type: none"> • Accountant • Bill and Account Collector • Controller • Debt Counselor • Economist • Financial Planner • Loan Officer • Tax Examiner • Underwriter
Government and Public Administration	Executing governmental functions, including governance, national security, foreign service, planning, revenue and taxation, regulation, and management and administration at the local, state, and federal levels.	<ul style="list-style-type: none"> • Governance • National Security • Foreign Service • Planning • Revenue and Taxation • Regulation • Public Management and Administration 	<ul style="list-style-type: none"> • Ambassador • Armed Services member • City Manager • Cryptographer • Elected Official • Foreign Service Officer • Intelligence Analyst • Policy Advisor

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CAREER CLUSTER INTRODUCTION, Continued

CAREER CLUSTER	CLUSTER DESCRIPTION	FOCUS AREAS	SAMPLE JOBS
Health Science	Planning, managing, and providing therapeutic services, diagnostic services, health informatics, support services, and biotechnology research and development.	<ul style="list-style-type: none"> • Therapeutic Services • Diagnostic Services • Health Informatics • Support Services • Biotechnology Research and Development 	<ul style="list-style-type: none"> • Athletic Trainer • Biochemist • Dental Hygienist • EMT/Paramedic • Home Health Aide • Lab Technician • Nutritionist • Physician • Registered Nurse • Veterinarian
Hospitality & Tourism	Management, marketing, and operations of restaurants and other food services, lodging, attractions, recreation events, and travel-related services.	<ul style="list-style-type: none"> • Restaurant and Food/ Beverage Services • Lodging • Travel and Tourism • Recreation, Amusements, and Attractions 	<ul style="list-style-type: none"> • Baker • Bartender • Casino Manager • Caterer • Event Planner • Museum Director • Restaurant Owner • Sports Promoter • Tour and Travel Guide • Wine Steward
Human Services	Helping families and individuals meet their basic human needs by assisting them with affordable housing, health care, education and training, and mental health services.	<ul style="list-style-type: none"> • Early Childhood Development and Services • Counseling and Mental Health Services • Family and Community Services • Personal Care Services • Consumer Services 	<ul style="list-style-type: none"> • Community Organizer • Community Service Director • Consumer Advocate • Counselor • Emergency Relief Worker • Social Worker
Information Technology	Design, development, support, and management of hardware, software, multimedia, and systems integration services.	<ul style="list-style-type: none"> • Network Systems • Information Support & Services • Programming and Software Development • Web and Digital Communications 	<ul style="list-style-type: none"> • Animator • Database Administrator • Data Systems Designer • Game Developer • Media Specialist • Network Administrator • Programmer • Security Specialist • Web Designer

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CAREER CLUSTER INTRODUCTION, Continued

CAREER CLUSTER	CLUSTER DESCRIPTION	FOCUS AREAS	SAMPLE JOBS
Law, Public Safety, Corrections and Security	Planning, managing, and providing legal, public safety, protective services, and homeland security, including professional and technical support services.	<ul style="list-style-type: none"> • Corrections Services • Emergency and Fire Management Services • Security and Protective Services • Law Enforcement Services • Legal Services 	<ul style="list-style-type: none"> • Attorney • Bomb Technician • Corrections Officer • Firefighter • Hazardous Materials Responder • Police Officer • Security Director
Manufacturing	The processing of materials into intermediate or final products and related professional and technical support activities, such as production planning and control, maintenance and manufacturing/process engineering.	<ul style="list-style-type: none"> • Production • Manufacturing Production Process Development • Maintenance, Installation and Repair • Quality Assurance • Logistics and Inventory Control • Health, Safety, and Environmental Assurance 	<ul style="list-style-type: none"> • Assembler • Boilermaker • Design Engineer • Environmental Engineer • Freight, Stock, and Material Mover • Industrial Machinery Mechanic • Manufacturing Technician • Pattern and Model Maker • Production Manager • Tool and Diemaker • Welder
Marketing	Researching and identifying customer needs and preferences, planning and implementing customer outreach, preparing materials to support sales activities.	<ul style="list-style-type: none"> • Marketing Management • Professional Sales • Merchandising • Marketing Communication • Marketing Research 	<ul style="list-style-type: none"> • Copywriter • E-Commerce Director • Field Marketing Rep • Interactive Media Specialist • Inventory Manager • Merchandise Buyer • Public Relations Manager • Sales Executive • Telemarketer • Webmaster

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CAREER CLUSTER INTRODUCTION, Continued

CAREER CLUSTER	CLUSTER DESCRIPTION	FOCUS AREAS	SAMPLE JOBS
Science, Technology, Engineering & Mathematics	Scientific research and professional and technical services in the physical sciences, social sciences, and engineering, including laboratory and testing services, and research and development services.	<ul style="list-style-type: none"> • Science and Mathematics • Engineering and Technology 	<ul style="list-style-type: none"> • Aerospace Engineer • Biomedical Engineer • Chemist • Geologist • Mathematician • Metallurgist • Statistician • Zoologist
Transportation, Distribution and Logistics	Planning, management, and movement of people, materials, and goods by road, pipeline, air, rail, and water; and related professional and technical support services, such as transportation infrastructure planning and management, logistics services, mobile equipment, and facility maintenance.	<ul style="list-style-type: none"> • Transportation Operations • Logistics Planning and Management Services • Warehousing and Distribution Center Operations • Facility and Mobile Equipment Maintenance • Transportation System/ Infrastructure Planning, Management, and Regulation • Health, Safety, and Environmental Management • Sales and Service 	<ul style="list-style-type: none"> • Airplane Pilot • Air Traffic Controller • Cargo and Freight Agent • Customs Inspector • Facility Engineer • International Logistics Specialist • Locomotive Engineer • Port Manager • Safety Analyst • Urban and Regional Planner • Warehouse Manager

*From States' Career Clusters Initiative

For more information about the 16 Career Clusters or to find detailed booklets or plans of study for the cluster that is most interesting to you: www.careerclusters.org.



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