



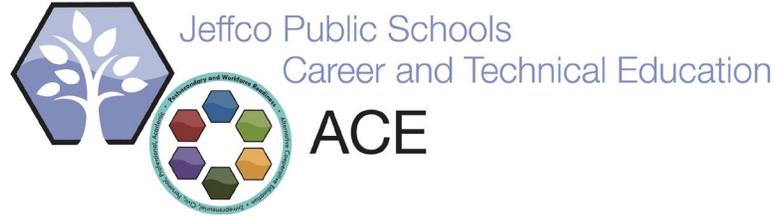
Course Title: ACE Career Development III- Job Keeping

Course Description: As developmentally appropriate, this course (or series of courses) is designed for students to learn about various employability skills necessary to meet and exceed employer expectations on the job by developing workplace skills such as interpersonal communication, teamwork, leadership, critical thinking and ethical decision making in the workplace. Students will evaluate employee benefit plans (medical, dental, vision, worker’s compensation, unemployment, retirement plan, employee discounts, educational incentives, etc.). Additionally, students will recognize opportunities for advancement on the job. Students will become familiar with workplace laws and policies including: Child Labor Laws, Fair Labor Act, Equal Employment Opportunity, Workplace Safety (OSHA), Americans with Disability Act (disability disclosure as appropriate), Sexual Harassment (definition, scenarios, appropriate behavior, policies and procedures). Whenever possible, computer literacy skills, and leadership skills tied to a CTSO should be embedded into the curriculum.

Week	Topic	CTE Standard(s)
		<p>Students will...</p> <ol style="list-style-type: none"> 1. Evaluate employee benefit plans (medical, dental, vision, worker’s compensation, unemployment, retirement plan, employee discounts, education incentives, etc.) through the use of information and communication technologies by communicating the information. 2. Recognize opportunities for advancement on the job through the use of leadership skills that demonstrate the use of modeling positive behaviors to support advancement and taking initiative to communicate the desire to advance. 3. become familiar with workplace laws and policies including: Child Labor Laws, Fair Labor Act, Equal Employment Opportunity, Workplace Safety (OSHA), Americans with Disability Act (disability disclosure as appropriate), Sexual Harassment (definition, scenarios, appropriate behavior, policies and procedures) through the use of using information and communication technologies by: finding information, and communicating the information to others.



<p>Students will understand that...</p>	<p>Students will know</p>
<p>Students will be able to do...</p>	<p>Work-Based Learning Opportunities</p>
<p>Connection to Industry Certification</p>	<p>Connection to Capstone</p>



CTSO Integration..

Successful Career Students of Colorado-(SC)2 is the ACE and PWR Cluster Area CTSO. Career and technical student organizations are integral, co-curricular components of each career and technical education course. These organizations serve as a means to enhance classroom instruction while helping students develop leadership abilities, expand workplace-readiness skills, and broaden opportunities for personal and professional growth. Students are encouraged to participate in (SC)2 activities and membership, please see contact **ENTER YOUR PRESIDENT or YOUR NAME HERE for more details. **INCLUDE WEBSITE ETC IF APPLICABLE****