

Transition Career Exploration Workshop

Introduction



The Transition Career Exploration Workshop is a product of the Maine Department of Labor. The ND Division of Vocational Rehabilitation has permission to add the ND DVR brand to all information.



Welcome/Introductions

- **My Name:**
- In five years, my **Job** will be -
- My **First/Next Job** will be -
- In terms of my work/volunteer, learning, leisure and personal life, my **Strengths are** -
- To reach my dream job, I will need to get this level of **Training** -
 - It's OK to be undecided.

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Facilitator Notes:

Projected Time: 20 mins.

Introductions or The Name Game

Materials Needed: Markers, Tent cards

The object of this exercise is to have students introduce themselves, using the five topics listed above. Give them time to complete the exercise in their participant notebook (using the handout on the next slide) and then, after the facilitators introduce themselves, using the five points above, the participants will introduce themselves.

This activity could also be done two other ways. The first way is for each student to do their own name tag to put on the table. On the name tag they will write their name and a positive descriptive word that starts with the same letter as their first name (i.e. joyful Joe). After they have created their name tags students should go around and introduce themselves by sharing the word they chose for their name tag and other information they choose to share.

The second way that this can be done is to split the class into groups of two. Students should be given one to two minutes to introduce themselves to each other and when that time is finished each person should make a name tag for their partner using their name and a positive descriptive word. When they come back together as a class each

person should introduce their partner to the class by sharing the name tag they made and explaining why they chose the word that they did.



Thinking About Work

Name:

My Job in five years:

First/Next Job:

My Strengths:

Training Needed:

12/10/2015

Vocational Rehabilitation Transition
Occupational Exploration

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Housekeeping Issues

- School Rules
- Bathrooms
- Have Consent Forms Been Returned
- Turn off cell phones
- No cell phone use during class
- No texting during class

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Facilitator Notes:

Projected Time: 10 mins.

House Keeping Guideline or Rules Activity

Materials Needed:

Flip Chart
Marker

In this activity, students will, as a group, brainstorm the rules that will be followed within the classroom. They will be recorded on a flip chart, which should be posted on the wall in clear view of all participants.

School rules should be included on this list, along with other rules that the students feel are needed. It will also give students ownership of the rules and help them to become stake holders in the classroom.



Group Confidentiality

- As a member of this group, we ask that you respect each other's privacy, and keep what is said during the workshop confidential.
- We encourage you to share your experiences during the workshop, but we ask that you not discuss what is said by others outside the workshop.
- We cannot guarantee that everything that is shared within the workshop will stay in the room, so please share only what you are comfortable discussing.

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Facilitator Notes:

Projected Time: 5 mins.

Due to the updated 2010 Code of Ethics, VR requires that you read the above slide verbatim, since it incorporates the professional ethical guidelines for working with groups.

Answer any questions these guidelines might prompt.



Our Expectations

To:

- Use this workshop as an opportunity for Career Exploration and Planning
- Develop a tentative Job Goal and Employment Plan
- Attend all sessions
- Be on time for sessions
- Participate
- Take turns speaking
- Use “I” statements when expressing opinion
- Respect others in the group and their views
- Have fun!

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Facilitator Notes:

Projected Time: 5 mins.

The ultimate goal of this workshop is that you will discover enough about yourself to be a partner in the process of your transition and use this information for life as you plan your future career path(s). At the end of this workshop, you should be able to work with your parents, VR Counselor, and school system in setting your vocational goals.

Go over the expectations list above, answering any questions participants might have.

What Are Your Expectations?

- What do you hope to learn?
- What would you like to leave the workshop with?

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Facilitators Notes:

Projected Time: 10 mins.

Materials Needed:

Flip Charts
Markers

Facilitators can record on paper the responses individuals contribute and quickly go around to each member of the group for input.

OR

Facilitators can write responses on a sheet from the flip chart, to be posted as a continuing reminder of what participants expect.



Parking Lot

- We encourage you to bring up any concerns, issues, topics for discussion, etc. that are not in the day's session by:
 - Writing your concern on a Post-It Note (can be anonymous or you can indicate your name), or
 - Sticking the note on the designated chart titled "Parking Lot."
- These notes will be brought to the group for discussion at an appropriate time during the session.

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Facilitator Notes:

Projected Time: 5 mins.

Materials Needed:

Post-It Notes

If not done already, you will need to post a Post-It Note wall chart where it is visible to all or a flip chart.

This is done to encourage participants to bring up issues for discussion/resolution that may not be apparent during the sessions.