

CAREER READY **SD**

Activity Matrix Definitions

A Project of:



This document was created with federal dollars available to the SD Department of Education through the American Rescue Plan (ARP).

Work-Based Learning: Activity Matrix and Definitions

Work-Based Learning (WBL) helps students of all grades learn about careers and develop personal and professional goals for life after high school. South Dakota organizes WBL in three stages: *Explore, Engage, and Experience*. The **Explore** stage involves building an understanding of a broad scope of careers and how school relates to the world of work. The **Engage** stage allows students to learn about targeted careers and provide students a more active role in the career development and WBL process. The **Experience** stage aligns with student Capstone experiences at the high school level, allowing students to apply learning through business and industry experience in a career of interest.

STAGE	EXPERIENCE/ACTIVITY	6	7	8	9	10	11	12
WBL EXPLORE	Soft Skills Awareness	✓	✓	✓	✓	✓	✓	✓
	Career Awareness Activities	✓	✓	✓				
	Career Wonders	✓	✓	✓				
	Hot Career Profiles				✓	✓	✓	✓
	Field Trips	✓	✓	✓				
	Industry Tours	✓	✓	✓	✓	✓		
	Guest Speakers	✓	✓	✓	✓	✓	✓	✓
WBL ENGAGE	Career Cafes			✓	✓	✓	✓	✓
	Teen Science Cafe			✓	✓	✓	✓	✓
	Career Camps				✓	✓	✓	
	Informational Interviews				✓	✓	✓	✓
	Job Shadows			✓	✓	✓	✓	✓
	Simulations			✓	✓	✓	✓	✓
WBL EXPERIENCE	Project Based Learning				✓	✓	✓	✓
	Volunteer Experience			✓	✓	✓	✓	✓
	Mentorship			✓	✓	✓	✓	✓
	Internship						✓	✓
	Student-Led Enterprise				✓	✓	✓	✓
	Entrepreneurship Experience: Be Your Own Boss!						✓	✓
	Service Learning Experience: Connect with the Community!						✓	✓
	Senior Experience: Show What You Know!						✓	✓
	Youth Internship: Let's Get to Work!						✓	✓
	Youth Apprenticeship						✓	✓

CAPSTONE
EXPERIENCES

Definitions

Capstone Experiences

Courses for high school students that allow students the opportunity to consolidate and apply the learning from their high school coursework into a meaningful and relevant career-related experience. The student-driven experience is based on the student's chosen career cluster or pathway and designed to help increase college and career readiness. Completion of a Capstone Experience course may count towards meeting a high school graduation requirement (the requirement being one unit of any combination of: approved Career and Technical Education, Capstone Experience or Service Learning, and World Language). Capstone Experience courses include: Youth Internship, Youth Apprenticeship, Entrepreneurship Experience, Senior Experience, and Service Learning.

Informational Interview

An individual spends time one-on-one with a competent worker who answers questions, provides information and advice related to their occupation. The informational interview allows an individual to explore a specific career of interest to determine career compatibility and requirements for the career.

Job Shadow

An individual spends time one-on-one with a competent worker by walking through the work day as a shadow. The individual does not complete the work during a job shadow. The job shadow allows an individual to explore a specific career of interest to determine career compatibility and requirements for the career.

On-the-Job Training (OJT)

Training provided by an employer that takes place while the individual is doing the job and being compensated for the work he/she is doing. The training helps develop the knowledge and skills essential for an individual to become competent and productive in that position.

Registered Apprenticeship

Nationally-recognized, occupational training program provided by on-the-job training and related instruction. Registered apprentices learn specific occupational skills on-the-job by a mentor and supplement their learning by taking formal classes throughout their program. Upon completion of a Registered Apprenticeship program, participants receive an industry issued, nationally recognized credential that certifies occupational proficiency, is portable, and can provide a pathway to the middle class.

Student Learner Agreement

An agreement between the student, parent or guardian, employer, and school. This agreement is required for a 16 or 17- year old student to complete duties as part of an Internship that has been deemed hazardous and meets an exception. Visit https://dlr.sd.gov/employment_laws/youth_employment.aspx for more information.

Youth Apprenticeship Hazardous Occupation Agreement

An agreement between the student, parent or guardian, employer, and Registered Apprenticeship sponsor. This agreement is required for a 16 or 17-year old student to complete duties of a Registered Apprenticeship that has been deemed hazardous and meets an exception. Visit for https://dlr.sd.gov/employment_laws/youth_employment.aspx more information.

Work Experience Internship

A planned, structured learning experience that takes place in a workplace for a limited period of time. They help individual(s) gain experiences while working in a specific field or occupation, while they can determine career compatibility, learn the professional requirements and responsibilities necessary for the career.

Workers' Compensation Coverage for a Work Experience/Internship

Coverage is dependent on who is paying the student:

- DLR WIOA program is paying (no more than 25 hours/week): DLR Workers' Compensation covers the student.
- Business is paying the student: Business' Workers' Compensation covers the student.
- Student is volunteering: School's Workers' Compensation covers the student.

Youth Apprenticeship

Registered Apprenticeship for a 16 or 17-year old. Students are provided the opportunity to remain enrolled in academic classes designed to meet high school graduation requirements while at the same time partnering with local business and industry leaders for paid, hands-on learning experiences.