

QUICK REFERENCE

Work-Based Learning Experiences for High School Students

Guest Speaker / Career Fair Presenter

Employers visit the school to speak to students about their career field.

Employer Expectations

- Prepare information to share that is engaging and relevant for interested students
- Provide feedback upon request

School Expectations

- Prepare students academically, socially, and professionally for the guest speaking engagement
- Support the guest speaker by aiding in classroom management

Site Visit

Students visit a business to explore its inner-workings and gain context to the information they've already received about it.

Employer Expectations

- Set clear behavioral and dress expectations for attending students
- Provide an environment for students to gain a realistic view of the facility and what it would be like to work there

School Expectations

- Transport and supervise students at business location
- Prepare students in advance for the site visit and communicate employer expectations

Job Shadow

A student joins the employer for a typical workday, observes the daily activities of their host, and asks questions about their career.

Employer Expectations

- Develop a plan for the student which could include performing small tasks if appropriate
- Set clear expectations regarding student behavior, dress, and other essential details

School Expectations

- Prepare students in advance, including communication of expectations
- Provide transportation to and from the job shadowing experience if it occurs during school hours

Internship / Micro-internship

Sustained interactions between students and professionals in a workplace setting allowing for experiences with tasks in a given career field.

Employer Expectations

- Provide an opportunity for a paid or non-paid experience by hosting a student, more than once, on the job site
- Agree to and implement a training plan

School Expectations

- Development and review of training plan agreed upon by the employer
- Prepare students in advance for the internship, including communication of expectations

Fill out our employer survey!

