2020-21 Flex PBL

| PBL Title: | Get Hired! | Supported by: *Skills to*  | *Succeed Academy* |
| --- | --- | --- | --- |
| Duration: | 3 weeks | Release Date: |  February 23, 2021 |
| HELP? | e-mail jenn.beal@jag.org | Pages: | 7 |

**Project Summary**

Student groups will create a project that will teach others how to successfully get hired!

Using the free, highly interactive online training program provided by *Skills to Succeed Academy (S2SA)*, this project focuses on using the “Getting a Job” section as a resource to support public products. Each module/course helps build the skills and confidence needed to make smart choices and to find and succeed in employment.

Student groups will select a module from the list below, complete the online course; then put together a training to help their peers learn the content.

The *S2SA* module options are:

* Into the Wild
* Your Train…ing Journey
* Work your Network
* Do Your Research
* To Apply or not to Apply (job advertisements)
* Test Drive the CAR Technique
* The Selection Process
* The Call out of the Blue
* Tailor your resume
* The Application Form
* Prepare for your Interview
* Sam and Futuro Systems
* Ace your Interview
* The Pearly Bank Panel

**Competency Attainment**

**Level 1:** A.5-Select an immediate job goal, B.7-Construct a resume, C.14-Demonstrate appropriate appearance, C.15-Understand what employers expect of employees, D.21-Comprehend verbal communications, D.24-Communicate verbally, E.27-Demonstrate team leadership, G.49-Provide constructive feedback, G.56-Demonstrate an ability to analyze the strengths and weaknesses of self and others, G.58-Identify ways to build mutual trust and respect, H.74-Demonstrate an eagerness to learn new responsibilities or improve current responsibilities, H.75-Demonstrate an understanding of the work to be accomplished.
**Level 2:** A.4-Develop a career path for a selected occupation, A.6-Describe the conditions and specifications of the job goal, B.10-Use the telephone to arrange an interview, B.11-Complete application forms. C.18-Follow directions, C.19-Practice effective human relations, D.22-Comprehend written communications, E.26-Demonstrate team membership, G.39-Identify how best to achieve marketable occupation skills for an entry level job, G.53-Exhibit work ethics and behaviors essential to success.
**Level 3:** B.8-Conduct a job search, B.13-Complete a job interview, E.28-Deliver presentations to a group.

JAG Competencies should be set based on the Specialists discretion.

The above stated are merely suggestions based on the project structure.

**Driving Question**

What must I know and do to get successfully get hired?

**Need a S2SA account?**

1. Go to [http://s2sacademy.org](http://s2sacademy.org/)
2. Click on <Learner > Registration
3. Fill in the registration form and use Access Code <fill in learner access code here. This information can be found on the JAGenius.>

**Supporting S2SA Resources for Specialists** <https://s2sacademy.org/activity-packs/>

Notes for Specialist

* Flex PBL are designed with two intended purposes:
	1. to meet the ever-changing instructional needs of JAG Specialists across the JAG National network and
	2. to provide relief with competency attainment and project design to allow Specialists the space to devote a majority of their time in meeting the immediate needs of students.
* A Flex PBL can be administered in a variety of instructional modalities.
* The format of this Flex PBL was aimed to be easily manipulated for Specialists to deliver the project within a classroom. They can print, copy and paste into an e-mail, text, social media or a learning management system (i.e. Google Classroom, Canvas, etc).
* The intentional design of this Flex PBL is to allow a logical and manageable flow for students to work in a self-guided way.
* In addition to Genius resources, the JAG National Staff is available for steps on the practical application of this Flex PBL.
* The yellow highlighted sections need Specialist attention, as they are notes that require an action of the Specialist.
* Please complete this **JAG** **Specialist** survey at the completion of the project: <https://forms.gle/ajFQQor5MjBDkfCS6>
* Finally, Specialists are responsible for how grading/allocation of points are determined based on your program expectations.

Week 1 of 3

JAG Student Week One Responsibilities

* Select your group for this project.
* Select the Skills to Succeed Module your group will complete and then train your classmates on. The options are below:
* Into the Wild – Sam is on his way to Yellowstone National Park for his first job interview. See if you can help him get his dream job!
* Your Train…ing Journey – Finding a job is not all about luck. It’s part learned skill and part persistence. Find out how the academy can help you get a job!
* Work your Network – Daniel thinks he has done everything he can to get a job. Can you help Rose show him another part of job hunting that he has not thought of?
* Do Your Research – Doing your research can help you stand out from the competition. Find out how.
* To Apply or not to Apply – Job advertisements can be worded in confusing ways. See how to decode them and figure out if the job is right for you.
* Test Drive the CAR Technique – Learn the technique all interviewers live by. Structure the way you communicate your experiences in a winning way.
* The Selection Process – Employers go through particular steps when recruiting. Get the inside story on what you may encounter.
* The Call out of the Blue – Angela is about to get a call from a recruitment agency. Help her handle an unexpected phone interview.
* Tailor your resume – You need to customize your resume for every job you apply for. Find out why and how.
* The Application Form – An application form is an opportunity to share your basic information. Find out how to fill it in to get the next stage of the selection process.
* Prepare for your Interview – Successful interviews are all about preparation. Find out how to prepare for that all important day and more.
* Sam and Futuro Systems – Sam has another interview. Can you apply everything you have learned to help him get this job?
* Ace your Interview – Get ahead by perfecting your interview technique. Get hints on interview questions, body language, and the unwritten rules.
* The Pearly Bank Panel – Angela knows there will be more than one person interviewing her at Pearly Bank. See if you can help her navigate through her interview.
* Let your Specialist know your top three choices of modules (from the list above), because two groups cannot present on the same module.
* Visit the *Skills to Succeed Academy* – <http://s2sacademy.org> (5 minutes)

**Not registered yet?**

1. Go to [http://s2sacademy.org](http://s2sacademy.org/)
2. Click on <Learner > Registration
3. Fill in the registration form and use Access Code <fill in learner access code here. This information can be found on the JAGenius.>

* Find and Complete your team’s selected module. (Time varies)

* Click on “Courses” in the purple menu bar at the top of the page. Then scroll down until you see three purple boxes with the title “Our courses”. Select the section called “Getting a Job”. When you open this page, you will see 20 modules. You will see the modules options and when you are ready to start your team’s selected course, click the purple bar that says “START” to get started.
* After hearing about the goals of a module, click the green arrow to advance. Follow the directions that are spoken to you and that you are able to read on the screen.
* Advance through the remainder of the module at your own pace. Remember, you can pause, stop and/or go back at any point in the module.
* As a team, discuss the important items from the module you completed on S2SA that you would like to share with your classmates. (Time varies)
* Check-in with your Specialist as a group. Share your plan for this product’s public product. (5 minutes)

Week 2 of 3

JAG Student Week Two Responsibilities

* Continue working with your group on the information you would like to incorporate into your public product for this project. Use the guide below to support your team’s work.

**Project Plan**

What my project is about:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Who is my audience?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Describe your project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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How will I begin my project?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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How will my project demonstrate all of the required elements? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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How will I end my project?­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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What will I show or do to make my project interesting?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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* Need Ideas?-- Have you considered including the following pieces into your presentation?
	+ Interview skills
	+ Job search tips for success
	+ Interview etiquette
	+ Telephone skills
	+ Introductions
	+ Networking
	+ Job applications
	+ Resumé tips
	+ What to do after the interview
* Enhancements! Conduct additional research to take your presentation to the next level!
* Check in with your Specialist to discuss your project plan.

Week 3 of 3

JAG Student Week Three Responsibilities

*Use this week to work on and finish your Public Product.*

**Public Product Details**

Student groups will complete a Skills to Succeed Academy module approved by their Specialist. Then, groups will put together a presentation to train their classmates on the content within the module they viewed. The goal of the this work is to assist JAG participants with getting hired!

* Spend a majority of your time working on the presentation materials and practicing the content you intend to share. (Time varies)
* Check in with your Specialists and get help in making your presentation amazing. (5 minutes)
* Put together your public product using the provided rubric as a guide (attached). (Time varies)
* Peer Review
* Use feedback to make revisions to your project.
* Wrap up this project by doing these three things:
	1. Submit/share/present your public product for this project.
	2. Complete the Self-Reflection questions below and give to your JAG Specialist:
		+ What did you learn from doing this project?
		+ Were you satisfied with your final product?
		+ What, if anything, would you change?
		+ Did this project increase your knowledge of careers? Why or why not?
		+ Did this project help you with goal setting? Why or why not?
	3. Complete this JAG National student survey to gather feedback about this Flex PBL: <https://forms.gle/bUXRQntkUoEmG3j7A>

**Project Rubric**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CATEGORY** | **(4) Excellent** | **(3) Good** | **(2) Almost** | **(1) Not Yet** |
| **Project Design/Appearance** | Project is high quality, attention-grabbing, and informational | Appearance is appealing and informational | Project appeal is fair | Project appeal needs improvement |
| **Content** | Content is exceptionally detailed and informative | Content is adequately detailed and informative | Content is informative, but lacks details | Content lacks information and details |
| **Mechanics and Grammar** | No errors in grammar, usage, or mechanics | 1-2 errors that do not detract from the project | There are noticeable errors in that may detract from the project | Multiple errors in mechanics, usage, and/or grammar |
| **Presentation** | Exceptionally professional and credible presentation | Competent and credible presentation | Fairly credible presentation | Presentation lacks credibility |
| **Research of Topic** | Use of three or more reliable sources, Detailed and factual information is accurate and cited throughout the presentation with a works cited included at the end. | Use of three or more reliable sources, Factual information is accurate and cited in the presentation with a works cited included at the end. | Only 2 reliable sources and or missing some citations | Credible research is not evident |

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| --- | --- |
| **Raw Rubric Score/Total** | **Percentage** |
| 20 | 100% |
| 19 | 97% |
| 18 | 95% |
| 17 | 92% |
| 16 | 90% |
| 15 | 87% |
| 14 | 84% |
| 13 | 82% |
| 12 | 79% |
| 11 | 77% |
| 10 | 74% |
| 9 | 71% |
| 8 | 69% |