

Career Planning Coordinator Board Report

December 2021

Career Planning

- Instructor Checklists for monitoring career activities are being updated for 2021-2022 level 1 students.
- A meeting is planned with all instructional aides to review and evaluate the monitoring process as well as the document placement/storage moving forward.
- Continue the training of aides in the WIN Career Readiness System and the ability to track students and run reports.
- Exploring the integration of career documents into CTE360.
- Gathering information to implement new **summer job shadow or career cluster interview**. This will be required of students completing level I going into their level II year. This will complete the 3 year implementation of our Career Plan requirements.
- First visits to AM labs are concluding with level 1 students completing self-assessments on WIN and documentation being housed in Career Artifact Folders until the complete integration of CTE360 when documents can be stored electronically. Second visits beginning to complete career research and comparisons.
- **Occupational Objective Forms** continue to be collected and tracked from all students.

NOCTI/NIMS

- All level 1 Precision Machining students were entered into the NIMS (National Institute for Metalworking Skills) portal.
- NIMS Subscriptions have been purchased and students will begin testing in January, 2022.
- CPC attended a NOCTI webinar on Secondary Concentrators on Friday, November 12, 2021.
- CPC will participate in another NOCTI webinar, Teacher Resource Center, on December 14, 2021.

Military Panel Discussion at ECTS

- Invitations will be going out to all United States Military branches to participate in our panel discussion on Thursday, February 17th, 2022.
- Students will have the options to attend and then given the opportunity to personally visit with the recruiters after the presentation.