

## Career Planning Coordinator Board Report

### September 2021

#### Career Planning

- Enrolling all new students into the WIN system into appropriate labs.
- Classroom activities have begun for Level 1 students.
- Level 2 and Level 3 students are able to continue working individually on required certificates.
- New this year, required **Soft Skill Certificate** before permission to participate in Co-op.
- **Occupational Objective Forms** have been updated with Job Zone and Bright Outlook information from ONET. Visits have been made to all labs for introductions as well as explanation and completion of the forms.

#### NOCTI

- NOCTI pre-testing for our Seniors is planned for the week of September 27th. Placing order for tests and soon ordering Student Study Guides.
- As of date, we will be pre-testing our Juniors in the spring as well as NOCTI testing the Seniors.
- NOCTI Performance testing, the week of April 27<sup>th</sup> 2022.
- NOCTI Written test, the week of May 4<sup>th</sup> 2022.

#### Activities

- Advanced Training Day is planned for Wednesday, October 6th.
- Over 70 colleges, trade organizations, employers and military representatives were invited to participate in this event. Presently, we have 20+ responses of organizations attending. With CDC restrictions, lower numbers will be reasonable.