



STUDENT WORK READINESS



Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.
Relay: 1-800-735-2989 (TTY) / 711 (voice). Programs and services are funded in whole or in part with federal funds.
More detailed information is located on the Board's website at www.wfswct.org/publicinfo.

Workshop **OVERVIEW**

- Work-Based Learning (WBL)
- Professional Behavior and Expectations
- Workplace Safety
- Successful WBL Experiences





LEARNING OBJECTIVES

By the end of this session you will:

- Demonstrate understanding of:
 - Child labor laws in Texas
 - The right to a safe and harassment-free workplace
 - Basic professional behavior and employer expectations
 - Internship training plan components



■ Name

■ Grade

■ Career Interest



INTRODUCTIONS

Let's get to know each other!



WORK-BASED LEARNING

What is WBL?

Work-based learning is an effective blending of academics and work experience that can be applied toward high school graduation requirements.

What are student benefits?

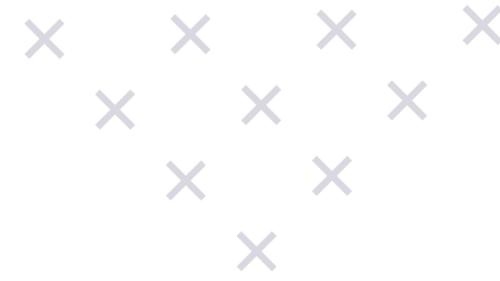
- Gain exposure to great career opportunities
- Earn credit toward graduation and/or postsecondary credentials
- Learn from professionals while developing a network



WORK-BASED LEARNING

Why do education & industry support work-based learning?

- Improved academic outcomes
- Creation of important social and professional networks
- Building employment and earning history for students
- Talent pipeline development for employers
- Increased productivity, innovation and output for employers



STUDENT WBL EXPERIENCE

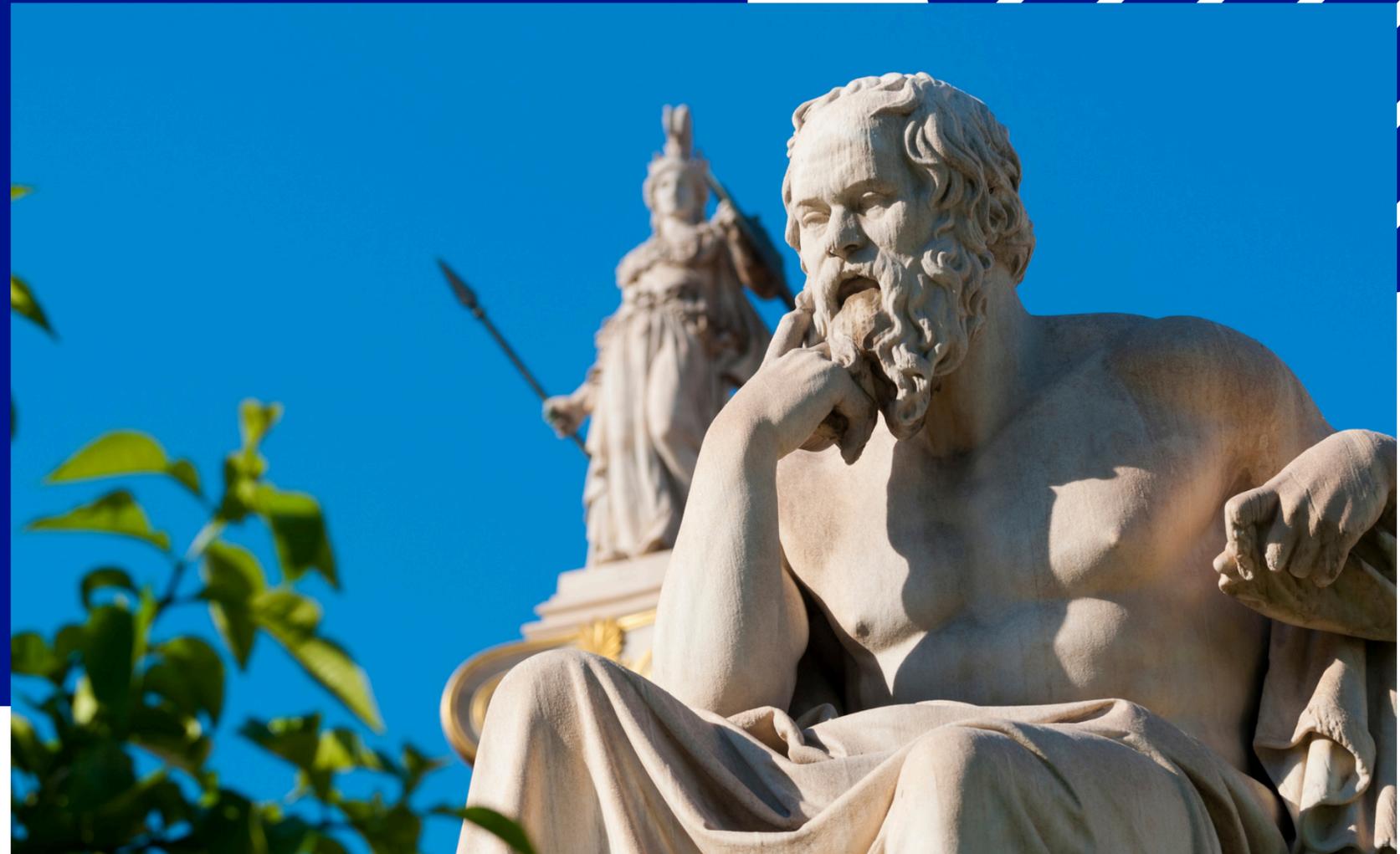


PROFESSIONAL BEHAVIOR

and expectations!

"Young people nowadays love luxury; they have bad manners and contempt for authority. They show disrespect for old people... contradict their parents, talk constantly in front of company, gobble their food and tyrannize their teachers."

– Socrates



ACTIVITY TIME

Let's talk about stereotypes.

1 <https://www.menti.com/alecxv357u1u>

2 Enter one-word description of a common stereotype for young workers

3 Enter up to 3 words or phrases





PROFESSIONAL BEHAVIOR

and expectations

- What does it mean to be "professional" ?
- What are professional behaviors you can control?
- What are behaviors and expectations you can't control?
- Why do employers care about workers' behavior?

COMMUNICATION

Formal communication varies from workplace to workplace. You can never be too formal, but you can be too informal!!



What are examples of formal communication in the workplace?



What are examples of informal communication in the workplace?



Employers' biggest concern is being understood. Part of communication is asking questions!

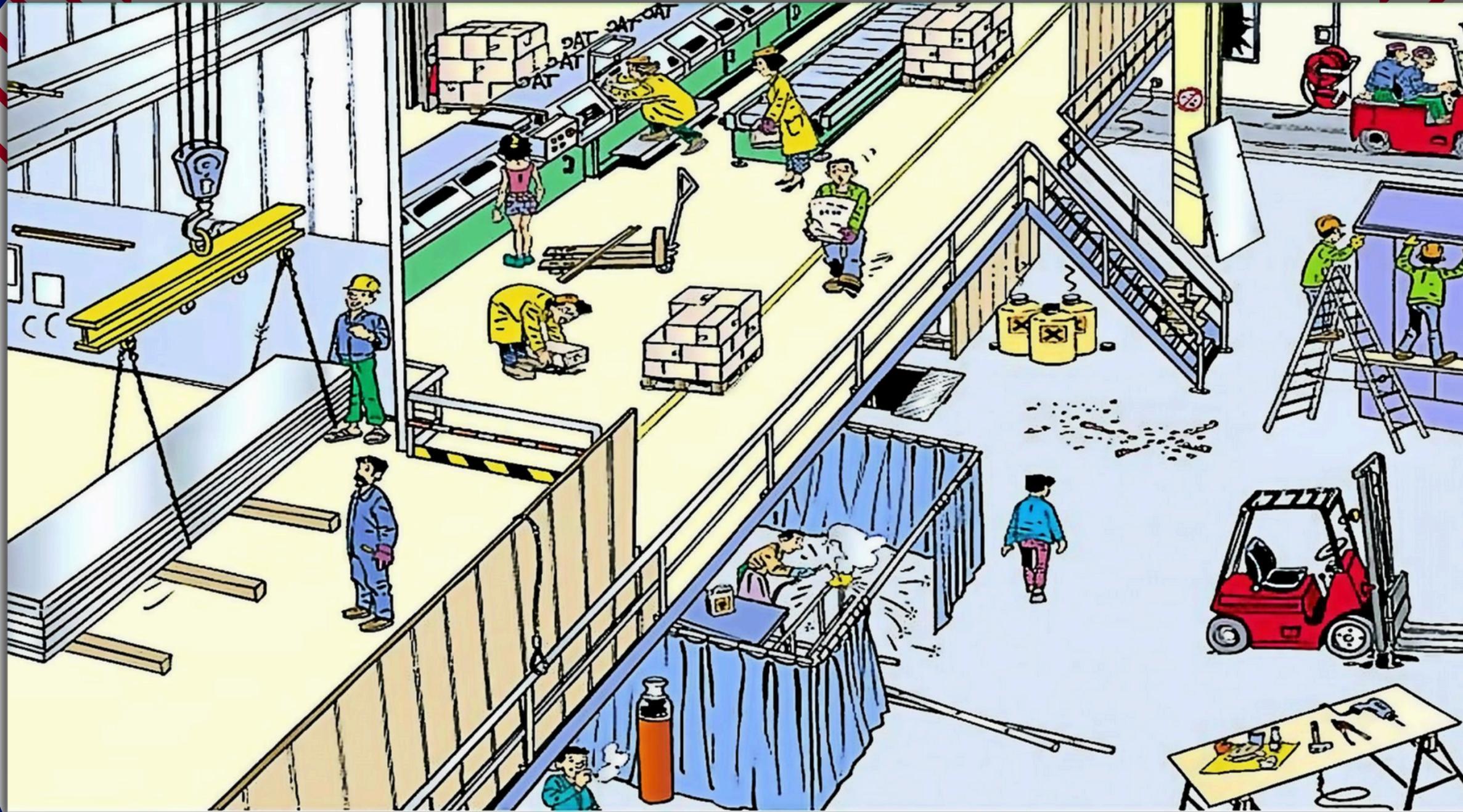


WORKPLACE SAFETY



- Why is it important?
- Why should you care?

WORKPLACE SAFETY





CHILD LABOR IN TEXAS

16-17 year olds are considered children; 18 year olds are adults.

- Restricted occupations
- No restrictions on hours worked
- Minimum wage - \$7.25/hour
- No requirements for parental approval/engagement
- Worker's Compensation coverage:
 - Required employer insurance
 - No-fault insurance enabling you to keep compensation if you are injured on the job





WHAT ARE YOUR RIGHTS?

- **Discrimination-free workplace:**
Employers cannot make job decisions based on race, color, religion, gender, national origin, disability, or genetic information
- **Harassment-free workplace:**
Employers and co-workers cannot harass others based on race, color, religion, gender, national origin, disability, age or genetic information
- **Right to complain:**
You have a right to complain about discrimination and harassment, and are protected from retaliation
- **Religious/disability accommodations:**
You can request reasonable accommodations for religious or medical reasons
- **Health/medical privacy:**
You are not required to disclose any medical or health-related information to your employer. Employers may not discuss your medical history with others.

WHAT IS HARASSMENT IN THE WORKPLACE?

Unwelcome conduct based on race, color, religion, sex, national origin, older age, disability or genetic information.



Enduring harassment is a condition of continued employment



Conduct is severe or pervasive enough to create a hostile, intimidating, or abusive work environment



Retaliation for filing discrimination charges, testifying or participating in an investigation, proceeding or lawsuit



HARASSMENT: WHAT IT IS AND ISN'T

Scenario	Harassment	Not Harassment
Mike says to Ann, "You look great in that dress. You should wear it more often."		✓
Julie makes a complaint to HR about Rob's behavior -- he has been staring at her and gave her a suggestive gift. After hearing about her complaint, Rob grabs her arm.	✓	
Rob arrives at work. His boss says, "You're such an idiot. Did you not read the email?"		✓
Sandy runs into Jim in the hallway. He moves to pass her, but she blocks him and brushes up against him.	✓	
Jane asks Miles on a date. He declines.		✓



REPORTING HARASSMENT

What might make reporting harassment difficult?

Power, fear, gender, age, and tenure are common reasons that make reporting harassment difficult or uncomfortable.

Your employer will go through the complaint process with you, and will ensure you have access to Human Resources. However, if you are ever uncomfortable, **DON'T WAIT**. Come to your teacher, counselor, or other trusted adult.





WORK BASED LEARNING PROGRAM DETAILS

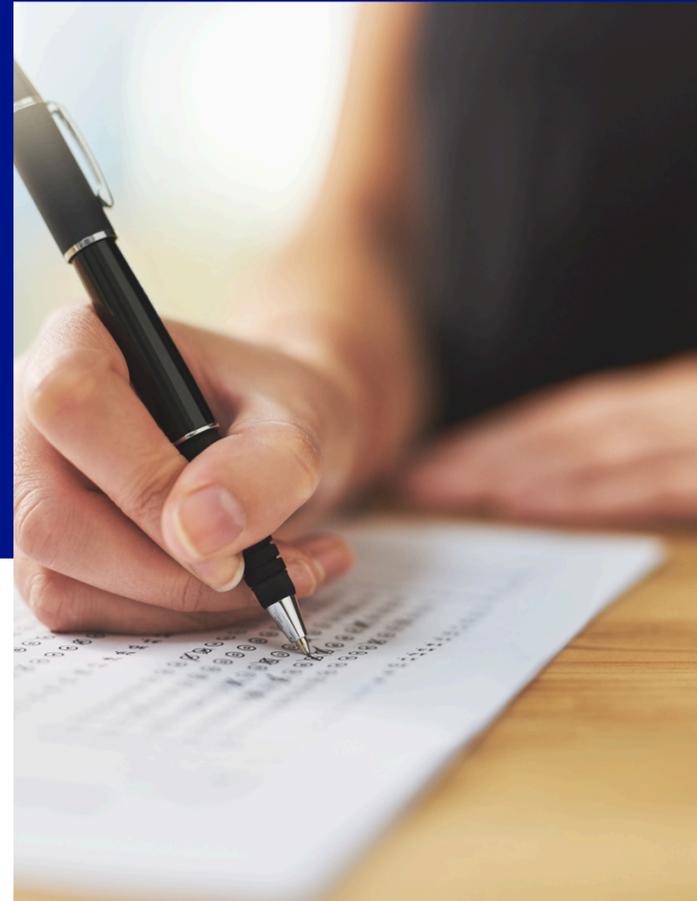
- **Introducing high-demand careers:**
Workforce Solutions focuses on high-wage, high-growth occupations to provide meaningful opportunities that align work experience with high school graduation requirements.
- **Learning about opportunities:**
CTE teachers and counselors are great resources who will provide information on work-based learning opportunities and support throughout the experience.
- **Shadowing & touring with employers:**
Students gain exposure to different industries and types of work through job shadowing and/or site tours.
- **Interviewing for an internship:**
Employer partners conduct interviews for internship candidates. Workforce Solutions provides customized support around the needs of student workers.
- **Evaluating the experience:**
Throughout the process, and especially at the end, Workforce Solutions collects feedback from participants.



Knowledge from the Classroom



Skills at the Workplace



Industry-Based Certification



Career Opportunities

SUCCESSFUL WBL EXPERIENCES

The teacher and employer will work together to create a Training Plan that will connect the skills you learn on the job with the knowledge you learn in the classroom.



@wfswct



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