

West Allis-West Milwaukee School District Community & Business Partnership Activities

Name: _____ Business: _____

Job Title: _____ Email: _____

Directions: Please circle any activities you would be interested in offering to students or educators in the West Allis-West Milwaukee School District. Please contact Gwen Skoyen, Career and Technical Education (CTE) Specialist at skoyeng@wawmsd.org or 414-604-4961 for additional information or to schedule an individual meeting regarding the opportunities listed.

Short Term Activities to Help Students		
Activity	Description	Time Frame
Career Fair Participant	Participate in a career fair by having a booth or by meeting with a small group of students as they explore their career options. Career fairs take place at the intermediate and high schools in the district.	2-8 Hours
Company Tour/Group Job Shadow	Tours allow classes of students and/or teachers to view the organization's facility and operations. Tours take place at your business location.	1-4 Hours
Competition Judge or Assist with Preparing Students for Competition	Help judge student projects, activities or competitions that are related to your industry or assist students prior to competition. Formal judging of events often takes place at area schools.	1-8 Hours
Career Mentor Single Event	In a one-time event, use your own experience and industry knowledge to guide individuals or groups of students in researching career options that align with their interest and skills and develop a plan for education/training and other career preparations. This could take place at the school/youth organization or worksite.	1-8 Hours
Mock Interviews	Help students develop their interviewing skills and provide constructive feedback. This could take place at the school/youth organization or worksite.	15-60 Minutes
Informational Interviews	Answer students' questions about your job and the industry. This could take place at school/youth organization or worksite. Often combined with other activities within this list.	30-60 Minutes
Resume Reviewer/Coach	Review students' resume drafts and provide feedback either in person or virtually. Often combined with other activities such as the mock interview.	30-60 Minutes
Job Shadow: One Day and Individual Student	Allow students to observe and engage in daily routines and activities of your job.	2-8 Hours
Guest Speaker	Speak to a group of students and teachers about your career, training and skills, industry, etc. Often times at school/youth organization but could take place at worksite. Including a hands-on activity is always beneficial in this situation.	30-60 Minutes
Host a Day	Combine several of the activities to host a day for a group of students at the worksite. Coordinate a blend of hands-on activities with informative presentations or shadowing opportunities.	4-8 Hours
Service Learning Activity	Help students develop a better understanding of service learning opportunities by inviting them to participate in company sponsored community service activities.	Depends on Type of Activity
Short Term Activities to Help Educators		
Activity	Description	Time Frame
Site Visit	Invite local Career and Technical Education educators to the worksite to learn daily routines and activities of the company. Help educators learn more about the career opportunities that exist at your business.	2-4 Hours
Business Roundtable Participant	Serve as an expert discussing trends and industry standards.	4 Hours
Summer Externship-Educator	Provide educators with an opportunity to learn more about the organization, industry and the needs of the region so they can assimilate the information into the school curriculum and programs. Host teachers at the worksite. This would include several job shadow experiences for the teacher within the time frame allotted.	1-2 Days

Long-Term Student Opportunities		
Activity	Description	Time Frame
Work-Based Learning Opportunity for Student Employability Skills Certification 	<p>The Work-Based Learning Program is supervised by a Career and Technical Education teacher. In addition to working after school and on weekends, students may be released from school to work 90 minutes per day. The teacher will monitor work hours, communicate with the employer, and grade student weekly assignments.</p> <p>The intent of the Wisconsin Employability Skills Certificate Program is to recognize a student's mastery of employability skills valued by employers, to help students explore career interests, and to provide a state credential of student mastery. Employers assess student skills expected from quality employees. Students receive a certificate based on a minimum score on the employer rating rubric, as well as being required to complete 90 on-the-job paid work hours.</p>	90 Hours of Paid Employment
Career Internship or Youth Apprenticeship Opportunity for Student Youth Apprenticeship Certification through DWD 	<p>The Work-Based Learning Program is supervised by a Career and Technical Education teacher. In addition to working after school and on weekends, students may be released from school to work 90 minutes per day. The teacher will monitor work hours, communicate with the employer, and grade student weekly assignments.</p> <p>Wisconsin's Youth Apprenticeship Certification Program is designed for high school students who want hands-on learning in an occupational area at a worksite along with classroom instruction in their home high school. The Wisconsin Youth Apprenticeship program is a one or two-year program requiring paid work experience and related classroom instruction based on statewide, industry-developed skill standards. Each year of the program, students are required to complete two classes of technical-related to their position and 450 paid hours of job placement experience. Upon completion of each year in the program, students earn a Wisconsin Department of Workforce Development Certificate of Occupational Proficiency.</p>	450 Hours of Paid Employment (may include summer work hours)
Other Activities to Promote Career & Technical Education		
Activity	Description	Financial
Career & Technical Student Organization Sponsorship     	<p>Support Career & Technical Student Organizations (CTSOs) by becoming a financial sponsor and supporting students.</p> <p><i>Example:</i> Registration fees for students to participate in one-day leadership lab conferences organized by the Department of Public Instruction are approximately \$25 per student.</p> <p>Donor Sponsorship Levels</p> <p>_____ Silver Sponsorship Level is \$25</p> <p>_____ Gold Sponsorship Level is \$50</p> <p>_____ Platinum Sponsorship Level is \$100</p> <p>_____ Other</p>	Based on Preferred Level of Sponsorship

Provide feedback regarding employability skills needed in today's workplace or any other comments below:

I would be interested in touring the CTE classrooms and labs at the high schools: _____ Yes _____ No