

Activity Check List for School Based Recruitment



Check all that apply

What's worked in the past?

Working directly with school staff makes accessing teachers and targeting students more successful.

SCHOOL SUPPORTS

ACTIVITIES TO DRIVE THE FUTURE (Fall)

- Principal meetings
- Brief CareerWise overview at an all staff meeting
- Brief pathway specific overview at CTE department meetings

What's worked in the past?

When trusted classroom teachers understand the opportunity for their students within CareerWise, students are far more interested and engaged in the program.

TEACHER SUPPORTS

ACTIVITIES TO DRIVE THE FUTURE (Fall)

- Invite teachers to refer students to learn more about CareerWise and support them through the hiring process
- Classroom teachers provide phone references for their students who've applied directly to the hiring manager
- Meet with interested teachers to answer questions, and discuss the best way to reach their students

What's worked in the past?

Ensuring a larger group of students are prepared to apply to apprenticeships (before hiring begins) helps to ensure readiness.

Scheduled office hours where students can drop in to have questions answered, explore jobs and get help with applications.

STUDENT OUTREACH AND SUPPORT

ACTIVITIES TO DRIVE THE FUTURE (Spring)

- 10 min. targeted presentations by CareerWise staff to students in relevant CTE aligned pathways about specific jobs in the area
- Local hiring companies go into targeted classrooms to highlight their roles
- Students sign up for more information at the conclusion of classroom sessions
- Larger application sessions where students can meet in a computer lab or classroom and all apply at the same time with support
- When needed, schools provide passes for students to leave class and make it to an application session or office hours, such as during advisory
- Resume or cover letter writing workshops as well as mock interviews for various groups of students in a school (not only available for those interested in CareerWise)
- CareerWise staff establish a presence at schools with a designated space to provide office hours on a regular cadence
- Students attend Interview Event(s) and Apprenticeship Fair(s) (hosted by CareerWise)