**Career Exploration**

**Every Day:**

Continue your journal: Each day write one paragraph about everything you did involving agriculture.

**04/02/2020 – 04/03/2020**

Standard 13: Using results of personal profile, high school course option research, and career exploration research, update short-, mid-, and long-term goals in order to create both a four-year high school plan and a long-term (i.e. 10-year) career plan. Make a claim about why the chosen plans are appropriate, citing evidence from previous readings and projects to develop and support the claim. Create a profile on CollegeForTN.org (or district-approved alternative resource) and use it to assist in developing and finding supporting resources for plan development.

Lesson: Search: job4tn.gov. Spend 15 minutes on this website and click on all of the important parts of the site that are for people ready to enter the workforce. Record 3 interesting facts that you found valuable to you on the site. If internet is not available, record the goals listed above.

**04/06/2020 – 04/09/2020**

Standard 14: Using personal profile and career plan goals, prepare customized career preparation materials or exercises for a specific occupation or industry, such as:

a) Resume

b) Cover letter(s)

c) Thank you notes (after interviews) to potential employers

d) List of transferable skills

e) Job application(s)

f) Mock interview or role-play exercise

Lesson: Create a Resume for you to use. Please research multiple online sources on the creation and components of a proper Resume.

**04/13/2020 – 04/17/2020**

Standard 14: Using personal profile and career plan goals, prepare customized career preparation materials or exercises for a specific occupation or industry, such as:

b) Cover letter(s)

Lesson: Create a Cover Letter for you to use. Please research multiple online sources on the creation and components of a proper Cover Letter.

**04/20/2020 – 04/24/2020**

Standard 14: Using personal profile and career plan goals, prepare customized career preparation materials or exercises for a specific occupation or industry, such as:

c) Thank you notes (after interviews) to potential employers

Lesson: Create a Thank You Note for you to use. Please research multiple online sources on the creation and components of a proper Thank You Notes.

Let the above dates serve as a guideline only. The deadline for this work is Monday, April 27, 2020. You may turn in work at anytime by email or text. If you have any questions or concerns, I will be available Monday – Friday, 8:00 a.m. – 3:00 p.m., except Friday, April 10, 2020.

My contact information is as follows:

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Call/Text: (865) 498-3168

Sincerely,

J.D. Estep