Panhandle Pathways LEADERSHIP TEAM

*Part of the **Texas Regional Pathways Network***

Regional Work-Based Learning (WBL) Guidebook

Region 16 Education Service Center
& Workforce Development Area 1

REGION 16 Education Service Center

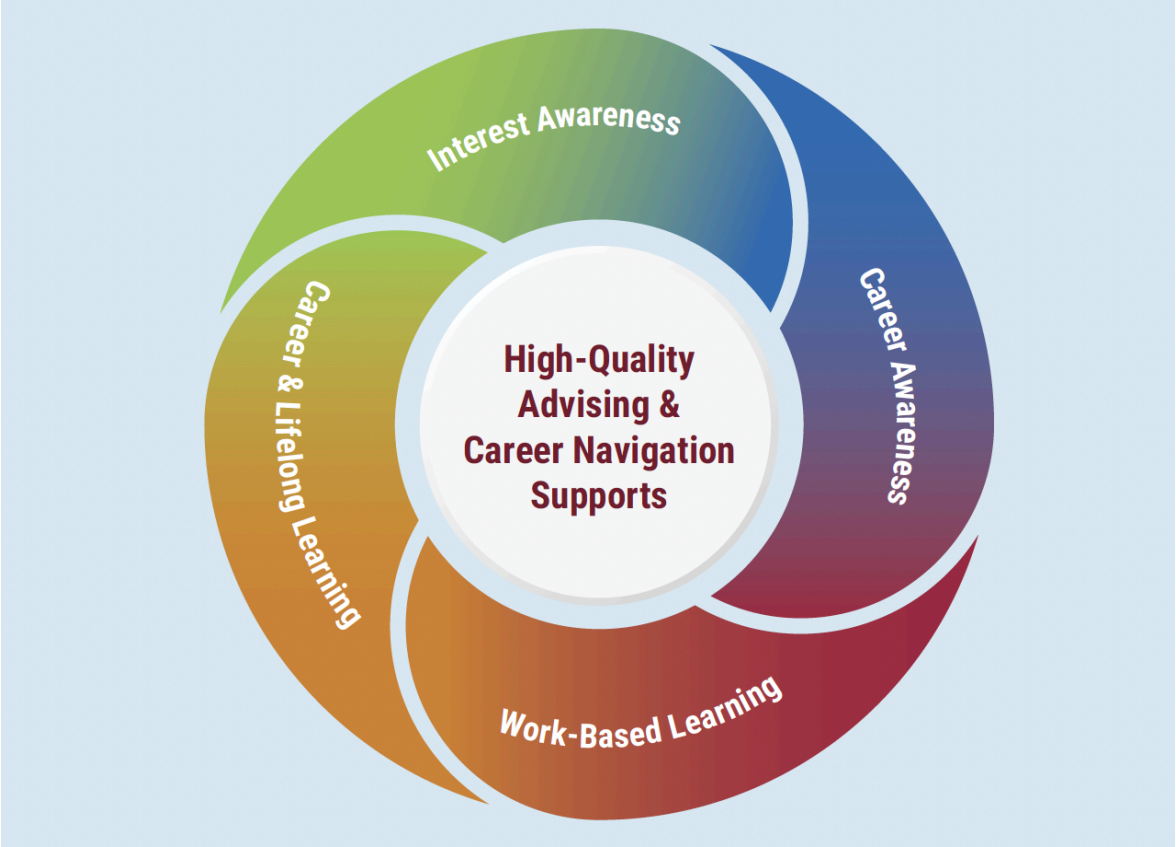
Serve. Lead. Ignite.

Work-Based Learning Overview



High-Quality Advising and Career Navigation Supports

The Texas Tri-Agency has defined Career Development on a continuum to include high-quality advising and career navigation supports that encompass a life-long process of learning and pursuing meaningful employment. One of the pieces in the process is work-based learning and it begins with high-quality student advisement and counseling as the foundation.



PROPERTY OF: Tri-Agency Workforce Initiative

Defining WBL

The Texas Tri-Agency defines work-based learning as practical, hands-on activities or experiences through which a learner interacts with industry professionals in a workplace, which may be an in-person, virtual, or simulated setting. Learners prepare for employment or advancement along a career pathway by completing purposeful tasks that develop academic, technical, and employability skills. The progression begins with learning about work and career exploration, followed by learning through work and career preparation, and transitions to learning at work and career training.



PROPERTY OF: Tri-Agency Workforce Initiative

WBL Engagement Activities

Learning About Work (Career Exploration)	Learning Through Work (Career Preparation)	Learning At Work (Career Training)
Worksite Tours	Internships	Apprenticeships
Job Shadowing	Pre-Apprenticeships	Youth Apprenticeships
Simulations	Cooperative Education	On-the-job Training
Informational Interviews with Employers	Service Learning	Transitional Jobs

WBL Quality Standards



Align to In-demand Career Pathways

Incorporate Meaningful JobTasks

Identify and Validate Skills to be Gained

Reward Skill Gains & Offer Compensation

Support Academic Progress & Achievement

Integrate Opportunities to Develop Professional Networks

Measure Shared Progress

Benefits of WBL & Current Landscape

Benefits of WBL

- To cultivate a talent pipeline with locally grown talent
- To provide supportive conditions for homegrown talent to pursue postsecondary education and training
- To align systems that will shape and develop the skills of the next generation of workers
- To collaborate and give back to the community by engaging in educating local talent for the jobs available
- To generate viable, scalable opportunities for economic growth and quality of life for local talent and the businesses they serve
- To provide an opportunity to train up and coming business leaders in your organization by giving them a leadership role in overseeing WBL activities
- To foster a company culture of innovation and creativity through new ideas and perspectives

WBL Landscape in WDA 1

Work-based learning in WDA 1 provides opportunities for young professionals to be exposed to paid and unpaid work experiences that are aligned with programs of study and degree plans.

ASCO and Amarillo College have partnered to offer a “Learn and Earn” apprenticeship program that allows local talent to attend Amarillo College for classes 2 hours each weekday morning and then transition into the shop setting for hands-on work experience as a paid intern for ASCO. Once the program is completed, these young professionals are guaranteed job placement opportunities at any of ASCO’s facilities.

Amarillo College offers an employability forum for STEM majors to participate in job interviews with participating partners. The STEM majors receive interview skills feedback while simultaneously being interviewed for an 8-week paid summer internship.

While many great opportunities exist for partnering with K12 districts, colleges, and universities in certain areas of the Texas Panhandle, a gap exists for small, rural schools to have the availability of employers in which to partner for WBL opportunities.

How to Engage in WBL Opportunities

How to Engage in WBL

- Guest Speaking
- Career Day Presenter
- Mock Interviews
- Job Shadowing
- Worksite Tours
- Paid Internships
- Apprenticeships
- Review curricula, donate equipment/learning space, serve on advisory committee



Work-Based Learning Ideas & Best Practices













Guest Speaking

Classroom, After-School Program, or Club
Time Commitment: *3-6 hours*
(including travel, presentation creation, and presenting)

Ideas

- Give a presentation
- Conduct a hands-on activity
- Do a demonstration
- Read a book or article with students and discuss

Best Practices

- Meet with the teacher to discuss goals of the visit and what students will learn
- Plan for a maximum of 10-20 minutes of listening at a time.
- Plan questions or active involvement activities to break up the time.
- Help students connect their new learning with what they already know
- Assist with a lab about a topic in your field
- Engage students in hands-on activities when appropriate



Career Day Presenter

Individual Campuses, Regional Service Centers
Time Commitment: *6- 8 hours*
(including travel, presentation creation, and presenting)

Ideas

- Give a presentation
- Conduct a hands-on activity
- Provide a showcase of your company

Best Practices

- Prepare a presentation that is fast-paced
- Include “A Day in the Life” information for students to connect with
- Engage with students
- Presentation will typically be 20-25 minutes to allow time for questions
- Plan questions in advance in case students need help formulating follow-up questions



Mock Interviews

Individual Campuses
Time Commitment: *4-7 hours depending on length of interviews and the level of feedback provided*

Ideas

- Students will practice interview skills with a professional

Best Practices

- Interview students in a realistic simulated environment that mirror the workplace
- Focus on skills and competencies needed for the position
- Provide constructive feedback
    - Strengths, areas for improvement, and actionable recommendations to strengthen the student's interview skills
- Encourage open communication and engagement



Job Shadowing

On the job site
Time Commitment: *5-15 hours, depending on shadowing period and post-shadowing activities*

Ideas

- Assign a student to a specific professional within your organization
- Have student observe more than one employee in your organization

Best Practices

- Be purposeful in planning the job shadowing experience
- Work with the coordinating teacher to ensure goals are outlined
- Choose employees who are upbeat, personable, and patient
- Consider a rotational schedule to allow students to observe different employees
- Ensure that the job shadowing experience is conducted at a time that the employees will have time to interact with and answer questions students have



Worksite Tours

On the Job

Time Commitment: *3-6 hours including preparation, tour, and Q & A*

Best Practices

- Carefully consider what you want students to learn
- Sample objectives:
    - Explain three different jobs and basic responsibilities of each
    - Basics of how a product is made
    - Connecting previous learning to what they are observing at your facility
- Engage students with examples they can feel, touch, and/or see
- Consider pre-tour activities students can complete to prepare them for the tour
- Carefully consider who is best suited to conduct the tour
    - Ensure this person is upbeat, personable, and patient



Paid Internships

On the Job
Time Commitment: *10-15 hours per week for 10-16 weeks*

Characteristics of an Internship

- Experiential academic experience with learning goals and measurable outcomes
- Connection to an educational program with academic credit
- Internship circumstances vary widely but can be customized in collaboration with the teacher and student
- Experience should be meaningful
- Students should develop professional/technical skills as part of their experience

Internships are NOT

- Primarily unskilled worker
- Unguided/unsupervised experience
- A guaranteed job offer
- Free labor



Apprenticeships

Combination of classroom and on the job training
Time Commitment: *15-20 hours per week for the duration of the apprenticeship program*

Characteristics of an Apprenticeship

- Hands-on learning program
- Formal education combined with practical experience
- Learning a trade or profession while earning a wage
- Structured training plan developed in collaboration with an educational entity



Review Curricula, Donate Equipment/Learning Space, Serve on Advisory Committee

Time Commitment: *varies but typically advisory committees meet twice a year for two hours each meeting*

Benefits

- Tailored guidance on program curriculum
- Equipment will simulate real-world scenarios for student learning
- Ensure students are being exposed to the industry standard for equipment and learning
- Positive publicity
- Community goodwill



WE need YOU!

Thank you for exploring our Regional Work-Based Learning Guidebook. This guidebook is designed to help you establish and maintain successful work-based learning programs.

Our next steps include forming Next Gen partnerships that are unlike any other partnership you have been asked to join. The agenda is driven by business leaders for business leaders to collaborate, craft and address solutions to the most urgent needs that no single company can address on their own. These partnerships are supported by a team of public partners who are dedicated to helping you carry out the solutions to your needs.

Join with 30 other business partners and organizations to address and create a scalable action plan that addresses the most urgent needs of our region.

The most urgent areas at this time include ***Healthcare***, ***IT***, and ***Skilled Trades***.

