

Career Readiness Project Outline

Grade 12

Exit Interview
Interview Etiquette
E-Portfolio completion
Data (once per year) – PSSA and SAT scores
Community Service – 5 hours

Grade 11

Resume
Cover Letter
Data (twice per year)
College Visit/Military Visit/Trade School/College Fair – complete a reflection
Job Application/College Application
Career Cruising
Community Service – 5 hours

Grade 10

Update Resume
Data (twice per year)
Career Cruising
Community Service – 5 hours
Job Shadow

Grade 9

Begin Resume Worksheet
Data (twice per year)
Goal Setting (three times per year)
Career Cruising
Community Service – 5 hours