

# WEEKLY HIGH SCHOOL LESSON

#KEEPLearning



## Week Six: What Career Do I Want and How Can I Get There?

**Overview:** This lesson is intended to help students understand their strengths and skills, explore different career options based off their interests, learn skills for writing a resume and getting a job, and draw connections between personal finance and career skills.

**Preparation:** Review the activity and session materials. Make sure your student has all the needed materials to complete the lesson.

**Recommended Time:** 30-45 mins

### Materials:

Computer/Tablet with Internet  
Printer (recommended but not required)  
Paper  
Writing Utensil

**1) Presentation:** Ask your students if they already know the type of job they want in the future. It's okay if they don't; many people don't know exactly what they want until they are older, and major career changes have become increasingly common and acceptable. Ask your students if any of them already have a job.

Discuss with your students some steps it often takes to get a job: Application process, completing a resume, interview preparation and the actual interview, interpersonal connections. If you are comfortable, discuss your current job with your students about your current job: how you got, and what steps you had to take in order to get your job.

## 2) Activity: JA My Way

Students will now complete an activity to understand their personality traits, look at their interests and skills, write a practice resume, explore career options, and explore some of the skills needed to be an entrepreneur. Your students can work through this activity freely and at their own pace, or we have provided written instructions for how to complete and work through each section of the activity. Though the directions seem long, once you access the JA My Way website and start working through the activities, it will be much easier to understand. Please read through the directions below for the JA My Way activity.

**[Click here for JA My Way.](#)**

### Directions:

- Go to [jamyway.org](http://jamyway.org) or click button above
- On top right of screen, select “sign in”
- Select Sign Up
- Type in First Name, Last Name, email address, and create a password (note this information and these credentials will not be used for anything besides accessing this activity)
- Select “sign in”
- Type in your email address and the password you just created
- Under Personality Test, select "Take Quiz"
- Select “Start”. Work through the quiz, selecting the answers that best fit your own personality and strengths
- After you work through the quiz, you'll receive your personality type
- Select “save” to return to dashboard

### My Career Directions:

- On the dashboard screen, scroll down and select “My Career”
- Under your personality quiz results, select “view careers”
- Search through and explore career options within different career clusters
- Click links to visit the site for a few of the jobs that sound interesting to you
- Click "Add Favorite" on jobs if they sounds like something you're interested in
- After you've spent time exploring different career options, select “dashboard” near top of the screen or click on the Junior Achievement logo to return to dashboard

## My Resume Directions:

- On the dashboard screen, scroll down and select “My resume”
- Select “resume builder”
- Under “Create New Resume,” type in your name then select “Start”
- Read through Resume Quick Tips
- Scroll down to sample resume section
- Under each heading (Resume Name, Contact Info, Job Goals, Education, Experience, Skills, Awards and Activities), select “edit” to update your sample resume
- Under “Contact Info,” select “edit” and type in your name and other contact information
- Under “Job Goals,” select “edit” then write a few sentences about what your overall career goals are
- Under “Experience,” select “edit” then add a few experiences you have. If you haven’t had a job, think about other experiences you’ve had like volunteering or club/extra curricular
- Under “Skills,” select “edit,” then add a few tangible skills you have (i.e. making PowerPoints, editing photos, typing, working with kids, etc.)
- Under “Awards and Activities,” select “edit,” then add a few awards and activities you’ve received or participated in (i.e. Girl Scouts, soccer, etc.)
- After you’ve added all of your information into the sample resume, on the right hand side of the screen, view different resume styles. Select “View” to preview or “Print” to print
- On bottom of the screen, under Save Resume, select “Download” to download your resume. Now you have a custom resume for yourself that you can use to apply for jobs or opportunities!
- On the top left of the screen, locate the three horizontal lines, hover over, then select “My Resume” to go back to resume section
- Select “What’s in a Resume and Cover Letter?”
- Tab through all of the different sections within the resume and cover letter to see what a resume and cover letter should contain and how to make an effective one
- On the top left of the screen, locate the three horizontal lines, hover over, then select “My Resume” to go back to resume section
- Select “How to Create an Awesome Resume” and watch the video  
**[Click here to watch video](#)**
- Return to “My Resume”
- Optionally, under “Resources,” click through each link to learn more about what it takes to make a resume
- Scroll to the top of the screen and click the Junior Achievement logo to return to the dashboard

### **My Money Directions:**

- On the dashboard screen, scroll down and select "My Money"
- NOTE: if you have been following these lessons weekly, you have already completed the next step. If you have already played Retire4Real, you do not have to. If you have not played before, please follow the next step
- Under Retire4Real select "Play," then follow onscreen directions to play a savings, budgeting, and retirement simulator
- Scroll down and under "How to File a Tax Return," select "More" Under "Take our Tax Trivia Challenge," select "Take the Quiz". Click answer for each question, then select "Score"
- Scroll to the top of the screen and click the Junior Achievement logo to return to the dashboard

### **My Business Directions:**

- On the dashboard screen, scroll down and select "My Business"
- Read through the information on the screen
- Watch through both videos

After you have completed "My Career," "My Resume," "My Money," and "My Business," there are additional resources available on the site that you can access. Please feel free to explore the site and use any relevant resources.

### **3) Discussion:**

Ask your students the following questions. You can ask them verbally or have students write out their answers.

- What personality traits and interests do you have that will be beneficial to your career?
- What types of careers would you be well suited for based on your personality traits?
- Why is it important to have a good resume?
- What are some characteristics of a good resume?
- What does it take to be well qualified for a job?
- What is a tax return?
- What are some intersections of managing your own finances and being job ready?
- Do you hope to start a business some day?
- What are some important characteristics of an entrepreneur?
- Do you think it will be easy or difficult to get a job and find a career path?

**The Money JAR** - What does it take to be an entrepreneur? Is it something that children are born with, or can the creativity and determination it takes to start a business be taught? The CEO of JA Worldwide, Asheesh Advani, shares his experience of receiving encouragement and mentorship and how it led him to his belief that everyone has the potential to be an entrepreneur. [Click here](#) to listen to this week's episode of the Money JAR podcast - **Encouraging and Entrepreneurial Mindset**.