

Jobs for America's Graduates TN – Course I

Primary Career Cluster:	General Career and Technical Education
Course Contact:	CTE.Standards@tn.gov
Course Code(s):	
Prerequisite(s):	None
Credit:	1
Grade Level:	9
Focused Elective Graduation Requirements:	This course does not satisfy credit attainment for concentrator status, because it is not part of an approved program of study.
Programs of Study and Sequence	This course serves as a primer for all high school programs of study.
Aligned Student Organization(s):	DECA: www.tndeca.org FBLA: www.fblatn.org FCCLA: www.tennesseefccla.org FFA: www.tnffa.org HOSA: www.tennesseehosa.org SkillsUSA: www.skillsusatn.org TSA: www.tntsa.org
Promoted Tennessee Student Industry Credentials:	Credentials are aligned with postsecondary and employment opportunities and with the competencies and skills that students acquire through their selected program of study. For a listing of promoted student industry credentials, visit https://www.tn.gov/education/educators/career-and-technical-education/student-industry-certification.html .
Teacher Endorsement(s):	Any secondary teaching endorsement
Required Teacher Certifications/Training:	Schools wishing to offer this course must coordinate with Jobs for America's Graduates Tennessee (JAG TN) and meet any training requirements associated with the program's framework. JAG TN may require additional reporting in relation to student performance through the JAG TN framework.
Teacher Resources:	Best for All Central: https://bestforall.tnedu.gov/ JAG: www.jag.org JAG TN: www.jagtn.org

Course at a Glance

CTE courses provide students with an opportunity to develop specific academic, technical, and 21st century skills necessary to be successful in career and in life. In pursuit of ensuring every student in Tennessee achieves this level of success, we begin with rigorous course standards which feed into intentionally designed programs of study.

Students engage in industry relevant content through general education integration and experiences such as career and technical student organizations (CTSO) and work-based learning (WBL). Through these experiences, students are immersed with industry standard content and technology, solve industry-based problems, meaningfully interact with industry professionals and use/produce industry specific, informational texts.

Using a Career and Technical Student Organization (CTSO) in Your Classroom

CTSOs are a great resource to put classroom learning into real-life experiences for your students through classroom, regional, state, and national competitions, and leadership opportunities. Below are CTSO connections for this course, note this is not an exhaustive list.

- Participate in CTSO Fall Leadership Conference, Fall Leadership Camps, or Regional and State Leadership Conferences to engage with peers by demonstrating logical thought processes and developing industry specific skills that involve teamwork and project management.
- Participate in Middle School career competitive events that highlight career development, and career exploration.
- Participate in Middle School competitive events.

For more ideas and information, visit <https://www.tn.gov/education/educators/career-and-technical-education/student-organizations.html>.

Using Work-Based Learning (WBL) in Your Classroom

Sustained and coordinated activities that relate to the course content are the key to successful work-based learning. Possible activities for this course include the following. This is not an exhaustive list.

- **Standard 1.1–2.3, 3.6** | Invite guest speakers to discuss potential occupations in and required technology skills and knowledge.
- **Standards 4.1–4.2** | Host guest speakers from local businesses to discuss the role of finance and money in personal finance.

Course Description

Jobs For America's Graduates – Tennessee Course I is a course associated with the program Jobs for America's Graduates (JAG Tennessee). Students will set attainable goals for education and employment and explore career pathways best suited to those goals. Teachers will work with students to learn and discover their strengths, abilities, and opportunities available to them in different career and educational areas. Students will also explore skills to excel in the workforce and in postsecondary learning. This course is the first in a series of courses that build upon the Career Awareness, Career Exploration, and Career Advising and Planning middle school CTE courses.

Course Standards

1. Basic and Personal Skills

- 1.1 Academic Strengths: Understand your **academic strengths**. Compare and contrast those strengths to the skills needed for success. Demonstrate a **positive attitude** and develop a **healthy self-concept** for home, schools, and work.
- 1.2 Personal Value System: Research and identify students' own **value system**. Summarize the process of **decision-making**. Students will learn how to base their **decisions and goals** on their values system. Students will explore the process of making good decisions and **weighing options** presented to them.
- 1.3 Communication: Demonstrate **leadership skills**, such as goal setting, decision-making, and delegation. Research the different types of **communication: verbal, written, visual, and non-verbal**. Demonstrate **proficiency in communicating** verbally, non-verbally, visually, and in writing. Students will define their **communication style** based on their personality, career aptitude, and interest inventories. They will demonstrate verbal, non-verbal, and written **reasoning skills** while learning how to communicate with those who have different styles.
- 1.4 Basic Math Skills: Students will perform **basic mathematical calculations**. Practice and demonstrate basic computer operation skills.

2. Foundations for Success

- 2.1 Work Ethics: Exhibit **work ethics** and **behaviors for success**. Provide constructive **feedback** to peers. Demonstrate an ability to **analyze the strengths and weaknesses** of self and others. Identify ways to **build mutual trust and respect**. Demonstrate politeness and civility in all situations and an **ability to adapt** to people and situations. Develop and demonstrate an **openness to change**. Research steps to **conflict resolution** and negotiate solutions for various conflicts.
- 2.2 Critical Thinking Skills: Research and define types of **critical thinking skills**. Students will define the steps to critical thinking and problem solving and will apply those skills to a problem presented to them. Students will learn **strategies for academic achievement** and will use study skills to meet goals they have set for themselves.
- 2.3 High-Performing Teams: Understand the **essential elements** of **high performing work teams**. Demonstrate techniques for **building commitment** to others. Identify how to best

achieve marketable occupational skills for an entry-level job. Conduct a **job analysis** and **evaluate a career plan** to determine appropriate postsecondary educational options.

3. Leadership and Teamwork Skills

- 3.1 Interpersonal Skills: Research and describe how **interpersonal and leadership skills** are necessary to maintain quality relationships and success in postsecondary training and the workplace. Identify, develop, and practice specific skills through **team projects**.
- 3.2 Leadership Characteristics: Compile and evaluate an ongoing **list of attributes** commonly found in leaders and describe how those characteristics contributed to their success. Demonstrate how to **work effectively with others' expectations** and information being conveyed. Demonstrate an ability to **follow and give directions**.
- 3.3 Commitment to an Organization: Demonstrate **enthusiasm for work** and a commitment in completing work assignments accurately and in a timely fashion. Demonstrate an eagerness to **learn new** responsibilities or **improve current** responsibilities.
- 3.4 Reasoning and Responsibility: Analyze and use good **reasoning skills**, which result in thinking first, then acting. Practice a **willingness to take responsibility** for one's own actions and an ability to learn from past experiences.
- 3.5 Productive Teams: **Research and summarize** what it means to be a **productive team member** and team leader. Demonstrate team membership and leadership. Demonstrate **punctuality** and **good attendance practices**. Demonstrate **initiative** and **proactivity** and how to **work effectively** with others.
- 3.6 Information and Technology Management: Analyze how **critical thinking, problem-solving, information and technology management, interpersonal awareness, honesty, and dependability** are used in the workplace. Compare how these skills are **transferable** between and among various occupations.

Standards Alignment Notes

*References to other standards include:

- P21: Partnership for 21st Century Skills [Framework for 21st Century Learning](#)
 - Note: While not all standards are specifically aligned, teachers will find the framework helpful for setting expectations for student behavior in their classroom and practicing specific career readiness skills.