



YOUTH CAREER COACHING STARTUP KIT

**For Advocates, Coaches, Counselors,
Workshop Speakers**

Subject areas include: Resume, Cover Letter, Thank You
Note, Interviewing, Branding, Goal Setting, Vision,
Networking, etc. ****BONUS**** Business Start Up Tools

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A PUBLICATION BY THE YOUTH CAREER COACH INC.

www.TheYouthCareerCoach.com

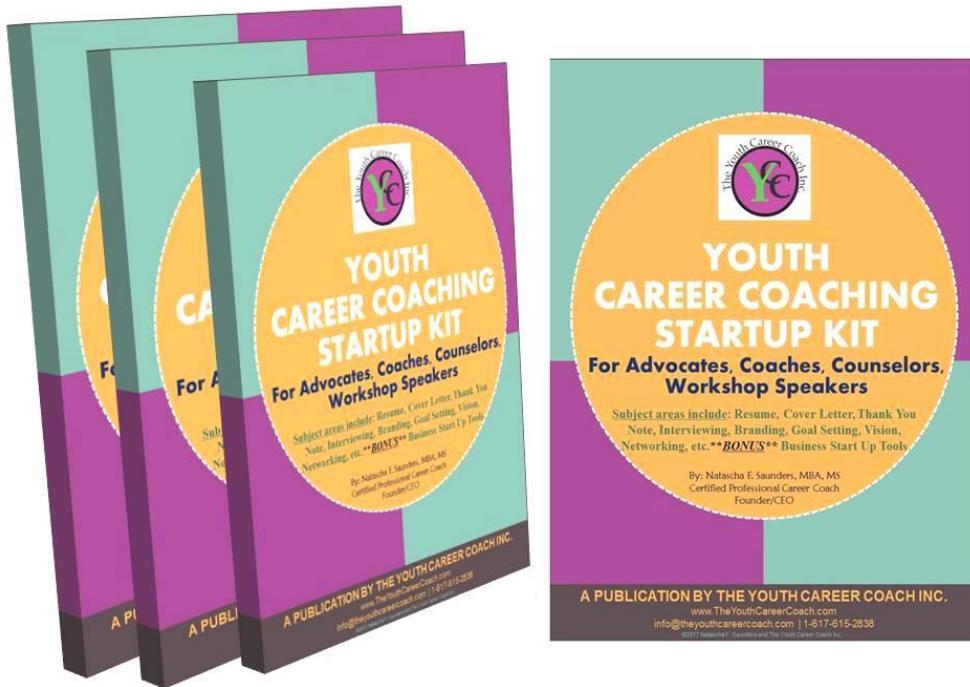
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The Youth Career Coach Inc. Starter Kit

*This curriculum is good for students, young adults, low-income and low-resourced adults.

Value \$497 | Your cost \$197



STARTER KIT INCLUDES



- ✓ ALL Curriculum Materials Listed Below
- ✓ PLUS Business Start Up Tools
- ✓ Opportunity to submit your articles in The YCC Inc.
- ✓ Become part of our cohort of feedback coaches/facilitator

Materials included on YCC Inc. cloud that you will have immediate access to download.



Topic #1: **Interviewing, Thank You Notes, References**
Lesson Plan (Class Objectives, Procedures, Expectations, Activity, etc.)
PowerPoint Presentation
Extra PowerPoint on Marketing for The Interview
Informational Interview Assignment
Mock Interviewing Scoring Rubric
Do You Know How You Interview Test
Interviewing & Selling Yourself Podcast Worksheet
Peer Interview Template
Thank You Note Template
Reference Template
Interview Preparation Checklist
Article: Before, During & After the Interview

Topic #2*: **Personal Branding©**
Lesson Plan (Class Objectives, Procedures, Expectations, Activity, etc.)
PowerPoint Branding Version I
PowerPoint Branding Version II
Quiz Personal Branding Version I
Quiz Personal Branding Version II
Quiz Personal Branding Version III
Student Biography Template
Writing Your Professional Biography Assignment
Personal Branding Pop Quiz Assessment

M.I.C.R.O.© Personal Branding Assignment

What Does Image Stand For

**M.I.C.R.O. has a copyright and Natascha Saunders, The Youth Career Coach Inc., must be cited and given credit for its creation.*

Topic #3:

Networking

Lesson Plan (Class Objectives, Procedures, Expectations, Activity, etc.)

PowerPoint Presentation

Networking Exercise

Networking Homework

Sample Sound Bite / Elevator Pitch

Crafting Your Elevator Pitch Lesson

Elevator Pitch Rubric

Demystifying Networking Myths

Networking BINGO Activity

Topic #4:

Character Development and Personality

Lesson Plan (Class Objectives, Procedures, Expectations, Activity, etc.)

PowerPoint Presentation

Character Development Homework

Character Development Activity

Character Rubric

Questions Students Should Ask When Making Decisions

Lesson Activities Examples of Ethical Dilemmas

Jung Typology Personality Assessment Tool

Jung PowerPoint Presentation

Jung Personality Assignment

Topic #5:

Communication and Time Management

Lesson Plan (Class Objectives, Procedures, Expectations, Activity, etc.)

PowerPoint Presentation

List of Code Switch Videos

How Well Do You Plan Quiz

Communication & Time Management Quiz

Communication Homework

Let's Look At Your Day Planner Activity

10 Week Planner Template

Time Schedule Template

Additional Resources (Article Link, Video Link)

TIP Search the Internet for helpful infographics such as the following: Common Non-Verbal Mistakes Made, The Digital World of Teens

Extra: Communication Activities with Online Link Sources

Topic #6:

Job Applications and Job Search

Lesson Plan (Class Objectives, Procedures, Expectations, Activity, etc.)

PowerPoint Presentation (Job Applications)

PowerPoint Presentation (Keys to A Successful Job Search)

Worksheet: Career Research

Cool Job Search Videos

Tips for Completing Job Applications

Sample Job Application Template

Researching the Company & Industry Checklist

Make a Job/Career Fair Work Checklist

Job Application Facilitator Teaching Template

Teens and Young Adults Job Search Resources for Facilitators

List of 25 Job Search Apps

TIP Search the Internet for helpful infographics, but the following are included: 11 Vocational Skills, Bachelor's Degree & Income, Bachelor's Degree and Income, Highest Paying Jobs That Don't Require a Degree

Topic #7:

Self Esteem

Lesson – Self Esteem

Self-Esteem Quiz

Stress Story for Students

Self-Esteem Journal Guide

Tascha's 7 Ways to Handle Low Self-Esteem

Topic #8:

Cover Letter | Resume | Thank You Notes | References

Cover Letter

Cover Letter Rubric

Cover Letter Template Instruction

Make the Match Activity

Resume Resources

In Class Resume Activity

Power Verbs for Resume

Action Verbs for Resumes

The Youth Career Coach Inc. Resume Guide (PDF Sample)

The Youth Career Coach Inc. Teen Resume Guide (MS Word)

Writing a Resume, Objective, Profile

Thank You Notes and References Resources

PowerPoint Presentation

Thank You Note Videos

Topic #9:

Vision and Goal Setting

PowerPoint Template for Vision

10 Commandments for Goal Setting

Goal Setting Student Journal with Categories

Goal Setting Record

Goal Setting Journal with Logo

Vision & Goal Setting by The YCC Inc.

Student Vision Statement and Goal Setting

Topic #10:

Finances, Budget, Negotiation, Salary

Budget Worksheet

Budget Worksheet II

Negotiation Resources List

PowerPoint Assessment Your Financial Self

Salary Negotiation Worksheets

Sample Budget Worksheet

Steps to Landing a Promotion and Negotiation

Additional Workshop Tools:

**General Career Resources (Additional Topics:
Personal Advisory Board, Continuing Education,
Facebook, Finances, Goal Setting, and more)**

Developing your Career Tool Kit / Virtual Interview

Gen Z & Millennials in the Gig Economy

What goes into a Career Portfolio

Online Portfolio Videos & Websites

Suggested Readings

Job and Career Resources for Teenagers

Career Portfolio Content Handout

Additional Book Recommendations

7 People You Need on Your Personal Advisory Board

Continuing Your Education: PowerPoint:

Continuing Your Education: Tascha's Notes Outline

PowerPoint: Facebook Career Webinar

PowerPoint: Assess Your Financial Self: The Fundamentals

PowerPoint: Professionalism

Transitional Checklists

Worksheet Career Planning List

Sample Topic Rubrics and Check Lists

(Interviewing, Branding, Networking, Character Development, Communication, Job Applications, Job Search)

Business Start-Up Tools:

Accountability Form

Business Plan Outline

Facebook Cover Photo Templates

Monthly Coaching Topics Outline

Pre-Sized Social Media Covers

(Facebook, Twitter, Google+, etc.)

Resources for Solopreneurs

Sample Blog Editorial Calendar Using Excel

Sample Service Agreement

Sample Service Contract

Sample Speaker Flyer / One Sheet

Sample Speaker Flyer II / One Sheet

Sample Business Tri-Fold Brochure

Small Biz Goals Template of NS

Small Biz Plan Template of NS

Speaker / Workshop Request Form

Student Query Form Workshop Evaluation Form Sample Invoice

THANK YOU FOR YOUR PURCHASE! I AM CERTAIN YOU WILL BE ABLE TO UTILIZE THIS CONTENT TO HELP SUPPORT YOUR STUDENTS.



NATASCHA F. SAUNDERS, MBA, MS, CPCC
Certified Career Coach | Consultant | Faculty | Workshops

My coaching philosophy is, "Start where you are. Use what you have. Do what you can." by Arthur Ashe ...because I believe when we do it leads to extraordinary results and a purpose-driven life.

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features include.....

