

Work-Based Learning

Work-based learning provides the opportunity for students with disabilities to learn through work. The experience provides students with opportunities to build career awareness, explore careers, and develop critical thinking skills, problem solving skills, and soft skills necessary for success in entry-level employment.

Work-based learning gives students the opportunity to try various careers on a day-to-day basis. The exposure can help them identify what career choices they want – or do not want – to pursue.

Next S.T.E.P. incorporates these work-based learning experiences to provide students with authentic classroom learning and relevant work experiences.



Contact

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Work-Based Learning Experiences

Tours: Students take part in tours of worksites. Employer-led tours of site which provides students with information on requirements of different jobs.

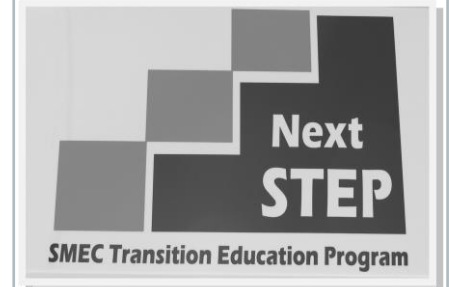
Job Shadowing: Students make brief worksite visits to spend time with individual workers learning what their jobs entail

Career Mentorships: Students take part in an employer-based work experience in their chosen career field. They are paired with “adult peers” in during their internship who provide guidance and encouragement on career-related, interdisciplinary projects.

SMEC Transition Education Program

*Discover...
Develop...
Achieve...*

Our students' maximum potential



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Currently serving students in the Grand Meadow, Leroy-Ostrander, Southland, Glenville-Emmons, and Lyle school districts for the 2014-2015 school year.

Kingsland and Alden-Conger in the 2015-2016 school year.

Great Opportunity Engage with your next generation of employees

Definitions

Work-Based Learning is an educational approach that uses workplaces to structure learning experiences that contribute to the intellectual, social, academic, and career development of students and supplements these with school activities that apply, reinforce, refine, or extend the learning that occurs at a worksite.

The workplace is considered an active learning environment where students acquire new knowledge and skills, learn by doing, and constantly improve their abilities.

Experiences

Job Shadowing and Career Mentorship can provide experiences that are as unique as every person who participates. It is a privilege and an opportunity that will:

- Allow students to connect with adults in career fields and experience the workplace and workday first hand.
- Demonstrate the connection between academics and careers.
- Build community partnerships between schools and businesses that enhance the educational experience of all students
- Encourage an ongoing relationship between young people and caring adults

Responsibilities

The employer's and worksite supervisor's responsibilities include:

- Follow all federal and state child labor laws and local Equal Opportunity Laws.
- Provide worker's compensation for the student for all paid hours worked (for paid experiences).
- Sign and implement the Individual Training Agreement and Training Plan.
- Provide instruction in the competencies identified in the curriculum and document the student's progress.
- Conduct progress reviews with the student and provide copies of those reviews to the school.
- Treat a student as a regular employee.

The student's responsibilities include:

- Completing the appropriate paperwork and getting signed approval
- Promptly inform the work site supervisor and instructor of any absence
- Be honest, punctual, cooperative, courteous, and willing to learn
- Meet employer expectations for items such as dress, timeliness, and maturity
- Complete assignments, evaluation, forms, and other activities required
- Participate actively at the work site

Additional Tips for Supervising Youth

- Introduce the young person to other employees in the workplace;
- Be a good listener and give honest feedback;
- Give the student clear job specifications, verbal and written;
- Speak directly to the young person when giving instructions;
- Be flexible and open-minded to new ways of doing things;
- Remember the young person is not yet an adult but is working on becoming one.



FAQ Sheet

Why would an employer or business want to participate? Students are the workforce of the future! It is always a WIN/WIN experience when adults share their life experiences with young people.

Are liability issues a big concern when you have students in the workplace? Some liability issues exist for the school and the worksite. These requirements are similar to those an employer would have for employees, volunteers, and visitors to their facility.

What about transportation? This is handled in various ways depending on school policies and locations, but is not the responsibility of the employer.

What is the minimum age for employment? A minor under 14 years of age may not be employed.

How do I handle privacy rights? The Federal Family Educational Rights and Privacy Act (FERPA) protects information about students and their records from public disclosure.

How important is terminology? Very important! Contact the U.S. Department of Labor – Wage and Hour Division if you have any questions about terminology.