

Employer Involvement Guide: How to get involved

Inspire Madison Region is an easy-to-use online tool that connects you and your organization to the future workforce in our community. Through **Inspire Madison Region**, you can select any number of experiential learning activities that you or your business would like to participate in. Go to www.inspiremadisonregion.org/employers to enroll. Once registered, select any listed activities.

AWARENESS

Awareness activities build awareness of the variety of careers available and training expected for these careers; delivered in elementary and middle schools grades, also common in 9th and 10th grade; typically a one-time experience; often offered to students in groups.

GUEST SPEAKER
30-60 minutes (per class)
Visit a classroom to talk to students about a job, business or industry; personal journey; job duties and responsibilities; skills & knowledge needed; or a specific curricular topic.

COMPANY TOUR
1-2 hours
Host a tour of facilities and operations, highlighting careers within organization; a typical day; student opportunities; or a curricular connection to a specific topic.

POST-SECONDARY TOUR
1-2 hours
Host a campus tour, highlighting institution's facilities; student life; campus culture; academics; and programs offered.

CAREER FAIR
2-4 hours
Staff a booth or meet with a group of students to share career information; advice on pursuing a career; career knowledge needed; and career roles and responsibilities.

POST-SECONDARY FAIR
2-4 hours
Share information about post-secondary institution, highlighting academics; campus life; and answers to general questions.

CAREER CONFERENCE
2-4 hours
Prepare and facilitate an interactive breakout session based on a curricular need.

EXPLORATION

Students explore career options for motivation and to inform decision-making. Career exploration activities begin in middle school to inform students' decisions about high school. Career exploration activities provide students with a deeper understanding of the workplace.

THEMED PROJECT
24+ hours
Assist teachers in designing a multidisciplinary learning activity. Potentially provide feedback on student work.

COMPETITION JUDGE
2-8 hours
Judge presentations or competitions and provide constructive feedback regarding student mastery of targeted competencies.

JOB SHADOW
2-8 hours
Provide an opportunity for students to observe, discuss and participate in daily routines and activities of a particular job.

INFORMATION INTERVIEW
1-2 hours
Answer questions in person, by phone, e-mail, or in a group about a profession or specific topic.

MENTOR/COACH
2-15 hours
Offer support, guidance, motivation, and assistance to students as they explore careers. This may occur in face-to-face, virtual, or asynchronous venues or a combination.

TUTOR
2-15 hours
Tutor students working on short-term, targeted academic skills that support long-term academic goals using evidence-based practices aligned to classroom instruction.

ONLINE DISCUSSION FORUM
2-15 hours
Answer student questions about careers, offer advice, share your experiences or otherwise support students using virtual tools.

PREPARATION

Supports student's level of performance relative to particular higher-level college and career readiness learning outcomes; extended interaction with professionals from industry and the community; provides students with supervised practical application of previous studied theory.

RESUME DEVELOPMENT
1-2 hours
Review resumes and provide constructive feedback to students.

MOCK/VIDEO INTERVIEW
1-2 hours
Provide students with constructive feedback regarding their interviewing style and how they responded to interview questions.

E-PORTFOLIO
2-4 hours
Review student's collection of artifacts and provide constructive feedback.

INDUSTRY PROJECT
2-15 hours
Collaborate with teachers to integrate specific, authentic industry tasks into curriculum.

SCHOOL-BASED ENTERPRISE
2-15 hours
Help prepare students for the transition from school to work or post-secondary education by providing work experience, typically run on school grounds.

SERVICE LEARNING
2-90 hours
Support students in designing and implementing meaningful projects at local for-profit businesses, government agencies, and non-profits.

EMPLOYABILITY SKILLS
90+ hours
Provide on-the-job paid work experience along with career exploration and planning opportunities.

YOUTH LEADERSHIP SKILLS
90+ hours
Provide leadership or service experience along with career exploration and planning opportunities.

AUDITION
1-4 hours
Observe student performance and provide constructive feedback.

PRACTICUM
2-4 hours
Provide an opportunity for students to complete a short-term project in a professional setting.

TEACHER EXTERNSHIP
2 hours - 2 days
Provide teachers an on-site opportunity to learn more about an organization, industry and the needs in the region.

COMMITTEE MEMBER
2-40 hours
Participate in a variety of workforce development and education preparatory committees.

COURSEWORK
60-135+ hours
Provide coursework (dual credit, youth options, course options, industry-based credentialing, virtual) that encourages students to prepare skills, aptitudes, and interests.

TRAINING

Prepares students for employment in a specific range of occupations; most suitable for 11th and 12th grade students; often connects to work leading to industry certification or credential.

CLINICAL EXPERIENCE
4+ hours
Provide an opportunity for students to perform tasks in a supervised, authentic setting.

ON-THE-JOB TRAINING
45+ hours
Provide employee training and serve as an instructor of hands-on training.

WORK EXPERIENCE
45+ hours
Provide employability skill training, for pay, in a work setting.

INTERNSHIP
45+ hours
Provide paid or unpaid experiential learning integrating knowledge and theory learned in the classroom with practical application and skill development in a professional setting.

COOP SKILL STANDARDS
360+ hours
Provide paid work experience for junior and senior high school students, emphasizing technical tasks and employability skills identified by an industry-based certification.

YOUTH APPRENTICESHIP
450 - 900 hours
Provide paid on-the-job training based on statewide youth apprenticeship curriculum guidelines.