



# Career Gears

## Job Shadowing Policy

### Graham Local Schools

7790 W US Hwy 36, Saint Paris, OH 43072

PH. 937-663-4123 FAX. 937-663-4670

[www.grahamlocalschools.org](http://www.grahamlocalschools.org)



# Career Gears Job Shadowing Policy

Grade	Goal	Action	Hours	Pathway
K-5	<ul style="list-style-type: none"> <li>Students will be exposed to careers in the manufacturing field that involve employment and enrollment.</li> </ul>	<ul style="list-style-type: none"> <li>Students will participate in Career Manufacturing Day each year.</li> </ul>	1+ hours	Manufacturing
K-3	<ul style="list-style-type: none"> <li>Students in grades K-3 will illustrate and report on various career pathways.</li> </ul>	<ul style="list-style-type: none"> <li>Students will access the ThinkTV resources, "I can be anything I want to be (A to Z Career Lab)</li> </ul>		Three E's
K-3	<ul style="list-style-type: none"> <li>Students in grades K-3 will be exposed to public service careers through in-school assemblies.</li> </ul>	<ul style="list-style-type: none"> <li>Students will be visited by Police, Fire, Hospital, Library, and school employees.</li> </ul>		Public Service
3	<ul style="list-style-type: none"> <li>Students in 3rd grade will explore the various careers that provide a public service.</li> </ul>	<ul style="list-style-type: none"> <li>Students will participate in a gratitude project where they thank various careers that provide a service that makes a difference for them.</li> </ul>		Public Service
4	<ul style="list-style-type: none"> <li>Students in 4th grade will explore careers in environmental and wildlife management.</li> </ul>	<ul style="list-style-type: none"> <li>Students will take part in the "Trout in the Classroom" project. They will participate in raising brown trout from November until May each year.</li> <li>Speakers from ODNR, OSU and other local organizations will share their career paths during bi-weekly/monthly pod visits.</li> </ul>	Ongoing throughout the year: 20+	Wildlife Management, Fishery Biologist, Aquaponics Technology Precision Agriculture

		<ul style="list-style-type: none"> <li>Students will visit Freshwater Farms of Urbana.</li> </ul>		
5	<ul style="list-style-type: none"> <li>Students in 5th grade will be able to identify the various career pathways available in our region.</li> <li>Students in 5th grade will explore various outdoor career fields.</li> </ul>	<ul style="list-style-type: none"> <li>Students will research various careers that are available in the Miami Valley and how various careers are connected: What career pathways are available with or associated with Wright Patt Air Force Base which is the largest employer in Ohio? What careers pathways are available with Honda of America?</li> </ul>	10hrs	Enrollment Enlistment Employment Aeronautics, Engineering, Military Service (enlisted v. officers), Manufacturing, Robotics, and more
4-5	<ul style="list-style-type: none"> <li>Students in 4th and 5th grade will work together to manage a section of the Greenhouse at GES/GMS.</li> <li>Students in 5th grade will understand the roles of elected government officials and small business operations.</li> <li>The First Lego Club (10 4th and 5th graders total) will explore various problem solving scenarios.</li> </ul>	<ul style="list-style-type: none"> <li>Students will work in cooperative teams to develop a section of the greenhouse to: grow fresh produce, manage finances, marketing, and sales of their products.</li> <li>5th Grade Students will take part in JABiztown.</li> <li>The First Lego Club will work through various real-world scenarios through the FIRST LEGO competition.</li> </ul>	20+ (Ongoing)	Agriculture Marketing Sales Biology
			10	Government Marketing Accounting Sales and Services
			2hrs per Week	Engineering, Design, Coding, Robotics
6	<ul style="list-style-type: none"> <li>All 6th Grade Students will visit KTH Parts Industry.</li> <li>All 6th Grade Students will utilize</li> </ul>	<ul style="list-style-type: none"> <li>6th Grade Students will visit KTH in order to learn more about local manufacturing.</li> <li>6th Grade Students will complete the</li> </ul>	4 Hrs	Manufacturing
			2 Hrs	Enrollment, Enlistment,

	<p>Naviance for career exploration.</p> <ul style="list-style-type: none"> <li>The GMS Falcon FIRST LEGO Club will meet to weekly to promote STEAM Skills and to connect with industry partners. (8 6th Grade Students)</li> <li>All 6th Grade Students will participate in Manufacturing Day to gain exposure to manufacturing career pathways.</li> <li>All 6th Grade Students will have the opportunity for up to 2 Out of School Job Shadowing experiences to promote career pathways.</li> </ul>	<p>Strength Explore and Learning Style Inventory through Naviance.</p> <ul style="list-style-type: none"> <li>The GMS Falcon FIRST Club will meet weekly to review STEAM Skills and connect with industry partners.</li> <li>7th Grade Students will help plan and will participate in a station rotation style session where they will be exposed to career planning, manufacturing industry leaders, and hand-on activities.</li> <li>6th Grade Students will complete GLS Job Shadowing approval paperwork for excused Job Shadowing.</li> </ul>	<p>10 Hrs</p> <p>3 Hrs</p> <p>Ongoing</p>	<p>Employment</p> <p>STEAM</p> <p>Manufacturing</p> <p>Career Exploration</p>
7	<ul style="list-style-type: none"> <li>All 7th Grade Students will visit a local college to explore enrollment pathways. (Urbana University)</li> <li>All 7th Grade Students will utilize Naviance for Career Exploration.</li> </ul>	<ul style="list-style-type: none"> <li>7th Grade Students will visit Urbana University as an introduction to enrollment pathways. Students will write a reflection on a career pathway after the visit.</li> <li>7th Grade Students will complete Do What You Are and Learning Style Inventory through Naviance.</li> </ul>	<p>4 Hrs</p> <p>2 Hrs</p>	<p>Enrollment (Education)</p> <p>Enrollment, Enlistment, Employment</p>

	<ul style="list-style-type: none"> <li>• The GMS Falcon FIRST LEGO Club will meet to weekly to promote STEAM Skills and to connect with industry partners. (5 6th Grade Students)</li> <li>• All 7th Grade Students will participate in Manufacturing Day to gain exposure to manufacturing career pathways.</li> <li>• All 7th Grade Students will have the opportunity for up to 2 Out of School Job Shadowing experiences to promote career pathways.</li> </ul>	<ul style="list-style-type: none"> <li>• The GMS Falcon FIRST Club will meet weekly to review STEAM Skills and connect with industry partners.</li> <li>• 7th Grade Students will help plan and will participate in a station rotation style session where they will be exposed to career planning, manufacturing industry leaders, and hand-on activities.</li> <li>• 7th Grade Students will complete GLS Job Shadowing approval paperwork for excused Job Shadowing.</li> </ul>	<p>10 Hrs</p> <p>3 Hrs</p> <p>Ongoing</p>	<p>STEAM</p> <p>Manufacturing</p> <p>Career Exploration</p>
8	<ul style="list-style-type: none"> <li>• All 8th Grade Students will attend the Farm Science Review.</li> <li>• All GMS 8th will visit Ohio Hi-Point Career Center to investigate pathways.</li> <li>• All 8th Grade Students will utilize Naviance for Career Exploration.</li> </ul>	<ul style="list-style-type: none"> <li>• 8th Grade Students will attend the Farm Science Review to investigate Agriculture Related Careers.</li> <li>• 8th Grade Students will visit Ohio Hi-Point to investigate Career Pathways that they offer.</li> <li>• 8th Grade Students will complete Game Plan Survey and MI Advantage through Naviance.</li> </ul>	<p>4 Hrs</p> <p>2 Hrs</p> <p>2 Hrs</p>	<p>Agriculture Careers</p> <p>Education</p> <p>Enrollment, Enlistment, Employment</p>

	<ul style="list-style-type: none"> <li>• The GMS Falcon FIRST LEGO Club will meet to weekly to promote STEAM Skills and to connect with industry partners. (4 8th Grade Students)</li> <li>• All 8th Grade Students will present a TedX style presentation on a Career Pathway or other approved topic.</li> <li>• All 8th Grade Students will participate in Manufacturing Day to gain exposure to manufacturing career pathways.</li> <li>• All 8th Grade Students will have the opportunity for up to 2 Out of School Job Shadowing experiences to promote career pathways.</li> </ul>	<ul style="list-style-type: none"> <li>• The GMS Falcon FIRST Club will meet weekly to review STEAM Skills and connect with industry partners.</li> <li>• 8th Grade Students will research, plan, and deliver a TedX style presentation by the end of their 8th Grade Year.</li> <li>• 8th Grade Students will help plan and will participate in a station rotation style session where they will be exposed to career planning, manufacturing industry leaders, and hand-on activities.</li> <li>• 8th Grade Students will complete GLS Job Shadowing approval paperwork for excused Job Shadowing.</li> </ul>	<p>10 Hrs</p> <p>6 Hrs</p> <p>3 Hrs</p> <p>Ongoing</p>	<p>STEAM</p> <p>Enrollment, Enlistment, Employment</p> <p>Manufacturing</p> <p>Career Exploration</p>
9	<ul style="list-style-type: none"> <li>• Internship Course Each Semester</li> <li>• Cadet Core intern</li> </ul>	<ul style="list-style-type: none"> <li>• Students will have 12 weeks of experience available each semester</li> <li>• Students will be able to develop connections through Army, Marine, Navy, and Air Force JROTC through</li> </ul>	<p>Ongoing</p>	<p>Employment</p> <p>Military</p>

	<ul style="list-style-type: none"> <li>• Tech Corps Interns</li> <li>• FFA students conducting site visits through field trips</li> <li>• FCCLA students conducting site visits through field trips</li> <li>• CBI conducting site visits through through field trips Career Connections</li> </ul>	<p>contact experiences incourse</p> <ul style="list-style-type: none"> <li>• Students are to receive training through programming provided by JPMorgan Chase and offer a student managed help desk.</li> <li>• FFA students through site visits, experiences with Falcon Farms, and tours will gain access to agricultural careers</li> <li>• FCCLA students through site visits will gain access to experiences to field related careers</li> <li>• CBI students through site visits will gain access to experiences to field related careers through Career Connections</li> </ul>		<p>Technology</p> <p>Agricultural</p> <p>Education/Skilled Services</p> <p>Employment</p>
10	<ul style="list-style-type: none"> <li>• Internship Course Each Semester</li> <li>• Cadet Core intern</li> <li>• Tech Corps Interns</li> </ul>	<ul style="list-style-type: none"> <li>• Students will have 12 weeks of experience available each semester</li> <li>• Students will be able to develop connections through Army, Marine, Navy, and Air Force JROTC through contact experiences incourse</li> <li>• Students are to receive training through programming provided by JPMorgan Chase and offer a student managed help desk.</li> </ul>	Ongoing	<p>Employment</p> <p>Military</p> <p>Technology</p>

	<ul style="list-style-type: none"> <li>● FFA students conducting site visits through field trips</li> <li>● FCCLA students conducting site visits through field trips</li> <li>● CBI conducting site visits through field trips through Career Connections</li> <li>● Ohio Hi Point informational session at Graham</li> <li>● Ohio Hi Point site visit</li> </ul>	<ul style="list-style-type: none"> <li>● FFA students through site visits, experiences with Falcon Farms, and tours will gain access to agricultural careers</li> <li>● FCCLA students through site visits will gain access to experiences to field related careers</li> <li>● CBI students through site visits will gain access to experiences to field related careers through Career Connections</li> <li>● Ohio Hi Point staff will produce an introductory relationship to potential pathway experiences</li> <li>● Students will conduct a site visit to Ohio Hi Point and participate in field opportunities of laboratory experiences</li> </ul>		<p>Agricultural</p> <p>Education/Skilled Services</p> <p>Employment</p> <p>Research</p> <p>Research</p>
11	<ul style="list-style-type: none"> <li>● CBI Course</li> <li>● Cadet Core intern</li> <li>● Tech Corps Interns</li> </ul>	<ul style="list-style-type: none"> <li>● Students will have opportunity to participate in work study</li> <li>● Students will be able to develop connections through Army, Marine, Navy, and Air Force JROTC through contact experiences incourse</li> <li>● Students are to receive training</li> </ul>	Ongoing	<p>Employment</p> <p>Military</p> <p>Technology</p>



	<ul style="list-style-type: none"> <li>● FFA students conducting site visits through field trips and shadowing experiences</li> <li>● FCCLA students conducting site visits through field trips and shadowing experiences</li> <li>● BPA conducting site visits through field trips and shadowing experiences</li> <li>● HOSA conducting site visits through field trips and shadowing experiences</li> <li>● SkillsUSA conducting site visits through field trips and shadowing experiences</li> <li>● Teaching Professions to perform classroom observations and early field experiences</li> <li>● Student representatives to</li> </ul>	<p>through programming provided by JPMorgan Chase and offer a student managed help desk.</p> <ul style="list-style-type: none"> <li>● FFA students through site visits, experiences with Falcon Farms, and tours will gain access to agricultural careers</li> <li>● FCCLA students through site visits will gain access to experiences to field related careers</li> <li>● BPA students through site visits will gain access to experiences to field related careers, Some students will have access to internships and Yellow belt training</li> <li>● HOSA students through site visits will gain access to experiences to field related careers, Some students will have access to internships in medical field</li> <li>● Students will be participating in field experiences through Grimes airport and working with aviation techniques</li> <li>● Students will be earning college credit as they start their field experiences and placements</li> <li>● Students will have access to learn</li> </ul>		<p>Agricultural</p> <p>Education/Skilled Services</p> <p>Business</p> <p>Medical</p> <p>Aviation</p> <p>Education</p> <p>Government</p>
--	---	---	--	---

	participate in Buckeye Girls State, Buckeye Boys State and YMCA Youth In Government	and create governmental programmings through a camp experience		
12	<ul style="list-style-type: none"> <li>● CBI Cohort</li> <li>● Cadet Core Cohort</li> <li>● Tech Corps Helpdesk Cohort</li> <li>● GIS Cohort</li> <li>● FFA students conducting site visits through field trips and shadowing experiences</li> <li>● FCCLA students conducting site visits through field trips and shadowing experiences</li> <li>● BPA conducting site visits through field trips and shadowing</li> </ul>	<ul style="list-style-type: none"> <li>● Students will have opportunity to participate in work study</li> <li>● Students will be able to develop connections through Army, Marine, Navy, and Air Force JROTC through contact experiences incourse</li> <li>● Students are to receive training through programming provided by JPMorgan Chase and offer a student managed help desk.</li> <li>● Students are to receive training in using survey equipment in order to track and global position place markers to a digital map</li> <li>● FFA students through site visits, experiences with Falcon Farms, and tours will gain access to agricultural careers</li> <li>● FCCLA students through site visits will gain access to experiences to field related careers</li> <li>● BPA students through site visits will gain access to experiences to field</li> </ul>	Ongoing	<p>Employment</p> <p>Military</p> <p>Technology</p> <p>Technology</p> <p>Agricultural</p> <p>Education/Skilled Services</p> <p>Business</p>

	<p>experiences</p> <ul style="list-style-type: none"> <li>● HOSA conducting site visits through field trips and shadowing experiences</li> <li>● SkillsUSA conducting site visits through field trips and shadowing experiences</li> <li>● Teaching Professions to perform classroom observations and early field experiences</li> </ul>	<p>related careers, Some students will have access to internships and Yellow belt training</p> <ul style="list-style-type: none"> <li>● HOSA students through site visits will gain access to experiences to field related careers, Some students will have access to internships in medical field</li> <li>● Students will be participating in field experiences through Grimes airport and working with aviation techniques</li> <li>● Students will be earning college credit as they start their field experiences and placements</li> </ul>		<p>Medical</p> <p>Aviation</p> <p>Education</p>
--	--	--	--	---