

# Connecting Future Generations of Workforce to Fitting Careers

Building Quality Work-Based Learning Opportunities through Employer Partnerships



**OKLAHOMA**  
Education



# Meredith Dennis

## College and Career Readiness Specialist

- Ensuring schools can provide students quality Work-Based Learning opportunities
- Expanding WBL programs through partnerships with local business and industry

## Experience

- Workforce Development - Work Ready Oklahoma
- Counseling - Center for Children and Families

## Education

- B.A. Psychology and Criminology
- M.A. Human Relations – Clinical Mental Health Counseling



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# Understanding the Work-Based Learning ICAP Requirement

Why is work-based learning required and what does it look like to an employer?

# Work-Based Learning Requirements

GPS Education Partners (GPSEd) defines WBL as programs that “give students exposure to the world of work through a set of sequenced and coordinated activities. It addresses the shared goal of educators and employers in preparing students with the knowledge and skills for productive careers.”

Students will complete **at least one** work-based learning activity before high school graduation. This experience should be connected to their academic and career interest.

## Why Work-Based Learning?

# Why is Work-Based Learning Necessary?

Together we can build a better workforce by merging classroom theory and technical training so students can experience and master work-related skills in a live setting. Work-Based Learning helps students decide which future pathways are appropriate for their strengths and interests, saving them time and money while ensuring they find meaning in their career.

- Develop the skills that businesses demand
- Build a network with professionals in their career
- Get exposure to careers in their community and state
- Access equitable programs
- Find autonomy with meaningful tasks
- Increase student motivation, enrollment and graduation rates
- Let business define education
- Build communication and collaboration skills
- Engage in critical thinking and interpersonal skills
- Be proactive

# Work-Based Learning Activities

Learn About Work

Learn Through Work

Learn At Work

## Career Awareness

- ▶ Guest Speakers
- ▶ Field Trips
- ▶ Workplace Tours

## Career Exploration

- ▶ Job Shadowing
- ▶ Career Research
- ▶ Informational Interviews
- ▶ Career Interest Assessment
- ▶ Mentoring

## Career and Technology Education

- ▶ Career and Technology Education Programs
- ▶ Internships
- ▶ Credit-For-Work Experiences
- ▶ Project-Based Learning
- ▶ High-Quality Simulation

## Pre-Employment Experience

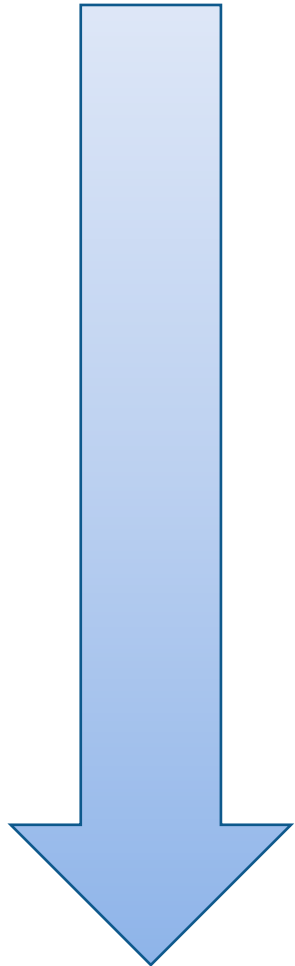
- ▶ Clinical Experiences
- ▶ Service Learning
- ▶ Pre-Apprenticeship

## Training as an Employee

- ▶ Apprenticeship
- ▶ On-The-Job Training
- ▶ Employee
- ▶ Internal Talent Development

# Work-Based Learning Continuum

*Lowest Level of  
Employer Engagement*



*Highest Level of  
Employer Engagement*

<b>Awareness</b>	Career Fairs
	Guest Speakers
	Industry Tours/Field Trips
	Service Learning/Volunteer Work
<b>Exploration</b>	Interviews
	Job Shadows
	CareerTech Programs of Study
	Mentorships
<b>Preparation</b>	Internships
	Clinical Experiences
	Pre-Apprenticeships
	Employment

# Work-Based Learning Continuum

SUPPORTING	PARTNERING	LEADING	CHAMPIONING
<p><b>ONLINE DISCUSSION FORUM (2-15 hours)</b> Answer student questions about careers, offer advice, share your experiences and otherwise support students virtually.</p>	<p><b>RESUME DEVELOPMENT/ MOCK INTERVIEW (1-2 hours)</b> Provide feedback to students on their resumes. Provide students feedback on their responses to interview questions.</p>	<p><b>GUEST SPEAKER (30-90 mins)</b> Answer student questions in person, by videoconference, or in a group about a profession or specific topic.</p>	<p><b>CAREER FAIR (2-4 hours)</b> Staff a booth to share advice on pursuing a career, skills and knowledge needed, and career roles and responsibilities.</p>
<p><b>WORKPLACE SITE VISIT (1.5-2 hours)</b> Host a small group of students to tour your workplace and discuss career options, required education, a typical day, and more.</p>	<p><b>JOB SHADOW (4-8 hours)</b> Provide an opportunity for students to observe, discuss and participate in daily routines and activities of a particular job.</p>	<p><b>MENTOR/COACH (15 hours per semester)</b> Offer support, guidance, and motivation to help students explore careers and enter the world of work.</p>	<p><b>CLINICAL EXPERIENCE (4+ hours)</b> Provide an opportunity for students to perform tasks in a supervised, authentic setting.</p>

➤ It's okay to start *small* when building new partnerships

➤ Understand how work-based learning activities affect an employer's time



# Finding & Engaging Employers

How do I initiate conversation and persuade an employer to work with students?

# Finding a Fitting Employer

*Work Smarter Not Harder – Leverage other Partners and Resources*

- [Workforce Development Boards](#) – ask about youth centered programming
- [Tech Centers](#) or [Colleges](#) – contact the career services team
- [Economic Development Agencies](#)
- K-12 schools across your district or neighboring area
  
- Find a champion parent who is willing to be a speaker or knows someone in the community
- Ask a local [chamber of commerce](#) to visit your school and discuss opportunities

# How Do I Start the Conversation?

*Be as Direct as Possible*

- Approach an employer (by phone, in person, email, etc.) with:
  - Exact number of students
  - Timeframe or several possible dates
  - Definition and description of preferred activity
  - School location and contact(s)
  - Student travel plans (if necessary)

# How Do I Engage the Employer?

## *Focus on the Employer's Needs*

- Work-Based Learning can:
  - Provide employers to opportunity to influence their future workforce and attract talent
  - Build a pool of skilled workers
  - Serve as a recruitment strategy for motivated emerging workers
  - Allow business to influence education
  - Create a positive reputation in the community for the company
  
- Provide unique and valuable perspectives from students who can keep the company culture relevant

# How Do I Persuade the Employer?

## *Focus on the Employer's Needs*

- Use labor market data and the company's job postings to understand their need for employees
  - [Industry and Occupational Employment Projections](#)
  - [OESC Labor Market Publications](#)
  - [Local Workforce Development Boards Labor Market Briefings](#)
- Share models from other districts
  - [Union Public Schools – Career Connect](#)
  - [OKEdge – Work-Based Learning/Business & Community](#)

# How Do I Persuade the Employer?

## Fastest Growing Occupations

Projected Years

2020-2030

Area Name

Oklahoma Statewide

Occupational Titles

Cooks, Restaurant	5.4%
Nurse Practitioners	4.8%
Physical Therapist Assistants	4.2%
Roustabouts, Oil and Gas	3.8%
Physician Assistants	3.6%
Amusement and Recreation At..	3.4%
Medical and Health Services ..	3.3%
Speech-Language Pathologists	3.3%
Phlebotomists	2.8%
Market Research Analysts and..	2.5%



# How Do I Help the Employer?

## *Prepare to Answer Questions from Employers*

- Don't federal and state laws restricting child labor prevent high school students from working in many industries?

Most employers interested in working with young people will find that they need to make only minimal changes, if any, to existing workplace policies and procedures in order to ensure compliance with state and federal laws and policies that govern access to workplaces for students under the age of 18.

[Federal and State Labor Laws for Youth-Based Learning: Your Guide to Understanding the Opportunities Available in Work-Based Learning](#)

# How Do I Help the Employer?

## *Prepare to Answer Questions from Employers*

### ➤ Am I liable if a student gets hurt on the job?

Interns are most likely covered under employers' existing workers' compensation policies. Some employers require students and families sign waivers in which they agree they will not hold employers liable.

In some cases, school insurance policies also cover students participating in work-based learning, even when they are not on campus.

[Advance CTE: Removing Legal Barriers around Work-Based Learning](#)



# How Do I Help the Employer?

## *Prepare to Answer Questions from Employers*

- What if our corporate insurance policy prohibits students under 18 in our workplace?

Concerns over the lack of a steady talent pipeline of skilled workers for high-demand industries like manufacturing have prompted business leaders to reevaluate insurance policies and work with other departments to see how they can change these policies.

Encourage this type of employer to bring their expertise to the classroom and be a guest speaker or bring a hands-on activity for students to experience.

[Minnesota Department of Education: Employer's Guide to Work-Based Learning Activities](#)

# How Do I Help the Employer?

## *Prepare to Answer Questions from Employers*

- My sector works with a lot of confidential and sensitive information. Can I really have high school students working with that type of data?

Yes. Many highly regulated industries like financial services and health care employ thousands of high school students each year.

Creating and signing confidentiality agreements prior to employment are key to work within these industries. Find examples and outlines here:

[Illinois Work-Based Learning Forms](#)

# How Do I Maintain Employer Partnerships?

## *Communication is your Greatest Friend*

- Establish clear lines of communication with an employer.  
Share contact information for WBL Coordinator at the school (include an additional school contact for absences or emergencies)
- Encourage employers to share information about a student's status during a work-based learning activity. Evaluate the student as a potential employee, providing valuable feedback to the school and suggesting necessary improvements for future events.
- Ask what skills and strengths you should be looking for in a potential student candidate.

# How Do I Maintain Employer Partnerships?

## *Don't Forget to Say Thanks*

- Encourage students to maintain contact with employers and thank them for their time devoted to work-based learning opportunities
- Create a feedback/analysis form for both your students and employer to determine if the partnership can be sustained and extended for future candidates
- Ask the employer if it's possible to create re-occurring events, depending on the nature of the work-based learning activity

# Connect2Business

The revamped platform to help you reach your work-based learning goals

# Connect2Business

## Connect 2 Business

478 Items Found

View As ▾ Sort By ▾

The screenshot displays a grid of nine business profiles, each with a logo, name, and location information. The profiles are:

- OMNI HOTELS & RESORTS**: Omni Hotels and Resorts, Oklahoma City, OK
- DESIGN READY CONTROLS**: Design Ready Controls, Oklahoma City, OK
- WW Builders, Inc.**: WW Builders, Inc., Duncan, OK
- XCEL OFFICE SOLUTIONS**: Xcel Office Solutions, Oklahoma City, OK
- the YMCA**: YMCA of Greater Oklahoma City, Oklahoma City, OK
- YORK ELECTRONIC SYSTEMS, INC.**: York Electronic Systems, Inc., Broken Arrow, OK
- Johnson Controls**: York International/Johnson Controls, Oklahoma City, OK
- SJAC FOOD GROUPS, LLC**: Zaxby's, Smyrna, GA
- zfi engineering**: ZFI Engineering Co., Oklahoma City, OK

C2B is available to all through OKCareerGuide

- Users create a custom business profile to highlight key details about their business to engage users
- Business users can post work-based learning opportunities
- Schools, workforce agencies and businesses connect to create a strong talent pipeline from education to employment

[Business Partner Online Training \(Recording\)](#)

# Design Ready Controls

## Status

Approved

[Change Status](#)

## Industry

Manufacturing

## Size

501-1000 employees



## Description

DRIVEN BY DATA. DEFINED BY INNOVATION. Design Ready Controls is unique among control panel manufacturers. We are the leading supplier of control panels in North America, providing products and services to original equipment manufacturers (OEMs) from many industries, including power generation, HVAC, oil and gas, water, alternative energy, and more. We specialize in manufacturing the highest quality control panels for high-volume OEMs. With proprietary processes such as our Automated Panel Expert (APE®) and Automated Manufacturing Expert (AME®), we provide exclusive advantages for our customers. Using process efficiencies, advanced logistics, and rapid customization, we're able to reduce lead times in quoting and production, deliver cost savings, and provide the highest quality products in the industry. Strategically located with manufacturing facilities in Minnesota, Oklahoma, and Virginia, we have a location to best serve your needs. All of our facilities are ISO 9001 registered.

## Provided Work-Based Learning Opportunities

- Mock Interview
- Job Shadowing
- Workplace Tour/Field Trip
- Employment (FT)
- Career Fair
- Volunteering
- Career Mentorship
- Employment (PT)
- Internship
- Guest Speaker

[+ Create New Opportunity](#)

### Business Information

#### Address

3800 Harmon Ave  
Oklahoma City, OK, 73179

#### Phone

763-565-3000

#### Web

<https://www.designreadycontrols.com/>

### Business Contact

Business User

#### Ameilia Stewart

763-565-3000  
[ameilia.stewart@designreadycontrols.com](mailto:ameilia.stewart@designreadycontrols.com)

[Employer Partner Registration Page](#)

# Explore Opportunities

Find opportunities that align with your interests.

Students are recommended activities listed within the site that reflect their career interests

Recommended Opportunities   All Opportunities   Saved Opportunities

Opportunity Type   City   Region   Clear all Filters   Search Opportunities

Opportunity Title	Opportunity Type	Business Name	City	State	Region	Date Posted	
<a href="#">Astrum Aspernatur Consequatur</a>	Part-Time	Boyle LLC	Norman	OK	Oklahoma	9/15/2023	★
<a href="#">Engineering Internship</a>	Internship	Alliance Expert Services	Oklahoma City	OK	Oklahoma	9/15/2023	★
<a href="#">Lores Distinctio Velit</a>	Virtual	Wyman Group	Oklahoma City	OK	Oklahoma	9/15/2023	★
<a href="#">Nobis Exercitationem</a>	Part-Time	ABC Corporation	Stillwater	OK	Oklahoma	9/15/2023	★
<a href="#">Sciunt Laborum Consequatur</a>	Mentoring	Abernathy Inc	Tulsa	OK	Oklahoma	9/15/2023	★





# Engineering Internship

Scheduled Start Date: Not Scheduled  
Type: Internship  
Industry/Cluster: Finance

- Initial Review (Active) - Check request for viability
- Schedule Start Date - Enter scheduled start date
- Opportunity In Progress - Student working on opportunity/tasks
- Final Review - Check tasks, dates and confirm

Approve Initial Request | Deny Initial Request



Opportunity Details | Opportunity Tasks

## Alliance Expert Services

**Address**  
6500 South Council Road  
Oklahoma City, OK, 73169

**Phone**  
405-48-1100

**Web**  
[www.allianceexpertservices.com](http://www.allianceexpertservices.com)

**Contact**  
Bob Madison  
Alliance Expert Services  
[email](mailto:bjm@allianceexpertservices.com)


### Description

During this internship you will learn about the essential responsibilities of an engineer by assisting the engineering staff on projects. You will also perform administrative duties around the office, run errands for engineering staff, and apply academic knowledge into hands-on work.

### Essential Tasks

- Assist technicians in performing routine maintenance tasks such as oil changes, tire rotations, and brake inspections.
- Learn to use diagnostic tools and equipment to identify vehicle issues.
- Shadow experienced technicians during complex repair procedures.
- Gain exposure to various vehicle makes and models.
- Participate in shop cleanliness and organization efforts.
- Observe and adhere to safety protocols and best practices.

### Student Information



**Jane Smith**  
12th Grade | Adams High School  
[jsmith@adams.edu](mailto:jsmith@adams.edu)

[View Education Plan](#) | [3 Opp Requests](#)

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### Top KCIA Clusters

- Human Services
- Business Management and Administration
- Government and Public Administration
- Finance
- Education and Training

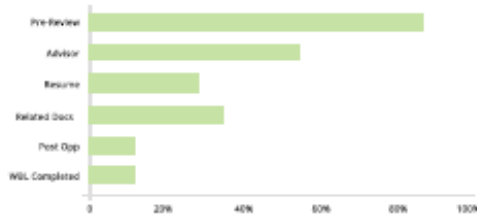
ICAP administrators will ensure opportunity is appropriate for student before approving or requesting

# Work Based Learning Activity Report

District: Sobollik District  
School: Adams Jr/Sr High  
Date: Current Academic Year

Generate reports to track activity progress and completion

Work Based Learning Completion Percentage



<input type="checkbox"/>	First Name	Last Name	Organization	Grad Year	Pre-Review	Advisor	Resume	Related Docs	Post Opp	WBL Completed
<input type="checkbox"/>	Jane	Smith	Alliance Expert Services	2023	✓	✓	✓	✓	✓	✓
<input type="checkbox"/>	Andy	Jefferson	Oklahoma City	2023		✓				
<input type="checkbox"/>	Sarah	Bernard	Oklahoma City	2023	✓		✓	✓	✓	
<input type="checkbox"/>	Ezra	Icelandier	Oklahoma City	2023	✓	✓	✓	✓	✓	✓
<input type="checkbox"/>	Amy	Langston	Oklahoma City	2023	✓			✓	✓	
<input type="checkbox"/>	Rhoda	Everett	Oklahoma City	2023		✓	✓		✓	

# Connect2Business

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