



Summer Teacher Externship Program

Goals and Requirements 2011

The purpose of the summer teacher externship program is to involve business in the development of educational experiences for teachers to use with Licking County students.

By giving educators the opportunity to explore business environments, they are able to incorporate workplace competencies in the classroom setting. And, as teachers become more aware of actual workplace skills needed in various career opportunities, they will be able to better prepare their students for meaningful career pursuits.

Participants in the program will meet the following goals:

Goal 1 -- Identify relationships between the workplace experience and his/her classroom in the following areas:

- **Workplace decision-making**
- **Problem-solving strategies**
- **Hiring practices**
- **Job readiness**
- **Business practices**

- a. Give examples of how technology is used throughout the business and industry.
- b. Give examples of workplace competencies and behaviors.
- c. Identify jobs requiring entry-level education, technical and professional credentials.
- d. Through discussion and experience, identify educational changes which are needed from the business person's perspective.

Goal 2 -- Create lesson plans which incorporate the relationships in goal 1 and reflect Ohio's Career Development Key Topics.

- a. Give examples of the relationship of school subjects to specific careers in business and industry.
- b. Identify the skills which your students would need to know in order to be successful at your externship business site.
- c. Using the Teacher Reflection Journaling Themes, prepare a lesson plan for each of the 10 identified topics and use them in the classroom.

Goal 3 -- Build relationships which will encourage the partnership between businesses and schools:

- **Identify resource persons**
- **Identify resources to assist students with career decisions**
- **Experience the complexity of modern technological workplaces**
- **Observe interactions of curriculum with the world of work**

- a. Develop networks with representatives from business and industry.
- b. Involve representatives from the workplace in his/her classroom.

Requirements for STEP Externs:

1. Attend the orientation session at C-TEC on May 19th, 2011 from 4:30 to 6:30 pm in the Bistro.
2. Complete and return the paperwork required for the program. You will receive one check for \$800 for the two week commitment (\$400 for one week) minus deductions after the final meeting in August, but only if you have completed your paperwork and all your STEP assignments. A check will be sent to your school district to cover this cost once Carolyn has approved final work assignments. The assignments are:
 - a. Make a personal contact with the business host prior to the May orientation
 - b. Reflection Journal
 - c. 10 Lesson Plans (5 for one week assignment)
 - d. Newspaper/Newsletter Article (see #6)
 - e. Project Implementation Report (see # 9)
 - f. Attend the final wrap up meeting (see item #10 below)
3. If you want graduate credit (maximum of 2 semester hours) be prepared to register by June 1st. Information about this option will be given at the orientation meeting. You may also arrange to receive contact hours toward your licensure renewal if not getting the college credit.
4. Complete your work assignment at the participating business.
5. Keep a reflective journal of your experiences using the Teacher Reflection Journal Outline.
6. Write an article about your STEP experience and make arrangements to have this article appear in your local newspaper, your business and/or your district newsletter.
7. Prepare 10 lesson plans (5 for the one week commitment) and use them in the classroom. At least one of these plans should include participation from someone at the externship site. Send electronic copies to Beth Bronkar (bbronkar@c-tec.edu).
8. Become a liaison between your school district and your business partner. Invite your business sponsor to participate in a classroom activity with one of your lessons.
9. Complete a Project Implementation Report which identifies the impact of the externship on classroom instruction. Submit that report electronically to Carolyn Wells at .
10. Attend the STEP wrap-up reception on Thursday, August 25, 2011 (5pm-8pm) at the Reese Center on Newark Campus.

Contact info for Carolyn Wells mwells20@columbus.rr.com

(H) 740-323-3505

(C) 740-975-4392