

Work Experience OTH1998, 2998, 3998 – Course Outline

Prerequisite: HCS3000 Workplace Safety Systems (mandatory prerequisite)
HCS3010 Workplace Safety Practices (optional)

Work Experience is experiential learning based on the development of a work place skill set as determined for each work placement. Off-campus Education course credits are time based on 25 hours per credit. Students have the opportunity to explore occupations utilizing the workplace as the classroom

General Outcomes:

Students will participate in meaningful work, realize the importance of developing acceptable work habits and attitudes in an employment setting, practice employability and workplace skills and begin to make the transition from school to the work world.

Employability Skills and workplace skills are defined for each student through consultation among the teacher, the student and the employer. These skills include competencies relating to safety, personal management, working with others, thinking, planning and organizing, managing transitions and managing change.

Workplace skills define the knowledge, skills and attitudes that specify what the student is expected to know and demonstrate. Students will also develop an understanding and a profile of their workplace.

Evaluation:

There will be ongoing formative assessment including course introduction and ongoing employer and student contacts.

The final mark in Work Experience will be based upon:

- 1) Learning Plan - 10%
- 2) Record keeping - time sheets - 10%
- 3) Employer Evaluation - (50%):
 - work qualities and habits - 20%,
 - work skills - 10%
 - communication skills - 10%
 - personal and social skills - 10%
- 4) Student Self Evaluation – 10%
- 4) Final Reflection Assignment - 20%

Students may receive up to ten credits at the 15, 25 or 35 level. A maximum of 15 credits in Work Experience can be counted towards the High School Diploma. Students can receive credits for paid or volunteer work.