

Job Searching Lesson Plan

Learning Objectives:

- Name at least two passive and active job search strategies
- Consider personal and professional needs in a full-time position
- Analyze a job description for personal and professional needs
- Research a potential employer
- Create a job search strategy plan

Time: 50 Minutes (each lesson plan is designed for a 50-minute class period. If you have additional time, please see section below on next steps as well as suggestions in the PPT)

Materials:

- CCPD PowerPoint on Job Searching (be sure to update field-specific information on certain slides)
- Onetonline.org
- Access to a search engine

Outline:

- Warm Up (5 mins): Introduce topic and why you have selected to incorporate it into your course, ask students about their previous interviewing experience, potentially share a little about your own experience
- Present Info (40 mins): Utilize CCPD provided PowerPoint which has embedded learning activities
 - NOTE: There are several options for in-class activities embedded in the PowerPoint slides with anticipated amount of time needed to complete each activity. Faculty are encouraged to consider time restraints of the class and choose activities as they see fit. Additionally, faculty may opt to assign certain in-class activities as homework assignments.

Next Steps/Homework:

These assignments range in complexity and amount of time required to complete. Please select the best fit for your course, and contact your liaison if you'd like assistance with implementation ideas or brainstorming alternative assignments.

- Have students complete their Career Search Strategy sheet and then write a short reflection of what they feel is most important to them when searching for a first fulltime job.
- Write a reflection essay or create a video on two passive and active job search strategies students plan to implement. Students should be specific (e.g. Visit _____ job board with the following position titles; attend the _____ conference or virtual networking event)
- Have students analyze at least two relevant job descriptions in their field and complete the Job Ad Analysis worksheet

- Have students consider a variety of ways they can network and search for jobs in their field; complete the Career Search Planning Sheet
- Have students work in groups for 5 to 10 minutes at the end of the presentation to come up with weekly or bi-weekly job search goals. Then, at the beginning of the next few class sessions, have them update each other in their groups on where they are in the job search process for extra accountability.

Resources:

CCPD PowerPoint

Career Search Strategy Worksheet

Job Ad Analysis Worksheet

Career Search Planning Worksheet

[The Psychological Impacts of the Job Search article](#)