

<b>Unit 6 Title:</b> Getting a Job!	
<b>Lesson Title:</b> The Resume Interview	<b>Lesson:</b> 3 of 4
<b>Grade Level:</b> 11	<b>Length of Lesson:</b> 55-70 minutes
<b>Missouri Comprehensive Guidance Standard:</b> CG 9 Applying employment readiness skills and the skills for on the job success.	
<b>Grade Level Expectation (GLE):</b> 9.1 Identify situations, which would compromise ethical habits in school or work situations. 9.2 Identify and refine the job seeking skills needed to apply for volunteer or part-time jobs in the community.	
<b>American School Counselor Association National Standard (ASCA):</b> Career Development B. Students will employ strategies to achieve future career goals with success and satisfaction.	

**Materials (include activity sheets and/ or supporting resources)**

Samples of resumes Computer Lab
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**Show Me Standards: Performance Goals (check one or more that apply)**

X	Goal 1: gather, analyze and apply information and ideas 8. organize data, information and ideas into useful forms (including charts, graphs, outlines) for analysis or presentation
	Goal 2: communicate effectively within and beyond the classroom
	Goal 3: recognize and solve problems
	Goal 4: make decisions and act as responsible members of society

**This lesson supports the development of skills in the following academic content areas.**

<b>Academic Content Area(s)</b>		<b>Specific Skill(s)</b>
X	Communication Arts	1. speaking and writing standard English (including grammar, usage, punctuation, spelling, capitalization)
	Mathematics	
	Social Studies	
	Science	
	Health/Physical Education	
	Fine Arts	

**Enduring Life Skill(s)**

X	Perseverance		Integrity	X	Problem Solving
X	Courage		Compassion		Tolerance
	Respect		Goal Setting		

**Lesson Assessment (acceptable evidence)**

Assessment should relate to the performance outcome for goals, objectives and GLE's.  
Assessment can be question answer, performance activity, etc.

Students will complete resumes.

**Lesson Preparation**

**Essential Questions:**

What information do students' need? How can I help them become comfortable in the resume writing and interviewing.

**Engagement (Hook):**

Working in pairs.

**Procedures**

**Counselor Procedures:**

1. Counselor hands out sample resumes.
2. Instruct students to list activities they might include in a resume.
3. Students create a resume from the list of activities.
4. Students share resumes with partners.
5. Instruct students to revise their resumes.

**Students' Involvement:**

1. Students review.
2. Students list activities.
3. Create resume.
4. Partners review and make suggestions for revision about their resumes.
5. Students revise resume.

**Teacher Follow-Up Activities**

Teacher could arrange mock interviews with employers and have the students present their resumes to them.

**Counselor reflection notes (completed after the lesson)**

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