Unit Plan 9: Career Planning, Professional Portfolios, and Practicum Documentation

# Introduction

This document provides teachers with a unit planning template.

# Course and Unit Information

This section provides information about the course, grade level, and timeframe of instruction.

* Course Name: Practicum in Education and Training
* Grade Level(s)**:** 11-12
* TimeFrame (# of Minutes/Periods)**:** 450 Minutes/ Five 90-Minute Periods

# Unit Overview

Students will continue building and reflecting upon a professional teaching portfolio that includes a polished resume, samples of work, self-assessments, a philosophy of education statement, and a service learning log of work completed during this course. Students will research available scholarships and write a minimum of one scholarship application essay. Students will complete one or more college applications as well as a Free Application for Federal Student Aid (FAFSA).

Students will self-assess their employability skills, personal characteristics, and potential interests in the teaching and training careers. Students will describe various options for career opportunities in diverse areas of teaching and training and rate their preferences and skill levels for employment in these areas. Students will research and present the nearest local potential opportunities in both traditional and non-traditional educational settings. If local opportunities are not available, students will present state and/or national opportunities.

Students will further explore and prepare for future employment by investigating various certification and licensure credential requirements related to teaching and training in Texas, with a focus on grade levels and subject-areas of personal interest. Students will include costs, deadlines, and test information, as applicable, for their personal areas of interest in a brief written report.

Students will select three teacher preparation programs in the state of Texas to compare and contrast, and create a chart, diagram, or digital display to share with the class.

In culminating activities, students will discuss and present their personal career plans, and provide and accept constructive feedback as they present their portfolios to peers, supervising instructors, and other interested stakeholders.

# Unit PLan

The two-column table in this section contains unit planning elements in the first column, and details about the element in the second column.

## Unit Plan Table

| **Section** | **Information** |
| --- | --- |
| **TEKS (CTE)** | **130.165. (c) Knowledge and skills**  (2) The student explores the teaching and training profession. The student is expected to:  (C) update assessment of personal characteristics needed to work in the teaching and training profession;  (E) refine professional philosophy of education based on a personal set of beliefs;  (F) explore the educational/academic requirements and possible degree/certifications available in education;  (G) refine personal career plan in preparation for a career in the field of education or training; and  (H) explore teaching and training in non-traditional setting such as those in corporations, community outreach, nonprofits, and government entities.  (13) The student documents technical knowledge and skills. The student is expected to:  (A) gather artifacts and documentation that support attainment of technical skill competencies:  (B) update a professional portfolio to include components such as a resume, samples of work: service learning log, recognitions, awards, scholarship essays, letters of recommendation, certifications, and evaluations; and  (C) present the portfolio to interested stakeholders. |
| **Unit Question** | * How can future educators explore and prepare for successful future employment? |
| **Essential Content Questions** | * What is your career plan, and how will you achieve it? * How can you best document and positively present your knowledge and skills? * What professional portfolio components do you need to add? * What professional portfolio components do you need to improve? * How can you further improve and expand your philosophy of education? * What careers are available and interesting to you in the teaching and training profession? * What Texas educator preparation programs are available and interesting to you? * What careers in the teaching and training profession are available in corporations, community outreach, nonprofits, and government entities? |
| **Unit Learning Objectives**  **(What student will know and be able to do)** | **Students will be able to:**   * Document and review their technical skills * Gather and review work samples from this practicum course and previous courses * Research scholarships and write a scholarship essay that meets the guidelines for a specific scholarship * Provide and accept constructive peer feedback * Use a checklist to review portfolio components * Identify and describe careers in the teaching and training profession that may be available locally * Identify and describe the various options for career opportunities in diverse areas of the teaching and training profession * Investigate certification and licensure credential requirements related to teaching and training in Texas * Compare and contrast three educator preparation programs in the state of Texas |
| **Assessments**  **(Performance Tasks)** | **Students will be able to:**   * Self-assess their employability skills, personal characteristics, and potential interests * Present potential career opportunities in both traditional and non-traditional educational settings * Present and explain personal career plans * Prepare a written report on Texas certification requirements * Present a comparison of three educator preparation programs in the state of Texas * Present a professional portfolio to peers for peer review * Revise and edit portfolios as needed * Present professional portfolios to supervising instructor, field-experience supervisor, and/or other interested stakeholders |
| **Evaluative Criteria**  **(Rubric)** | * Portfolio Component Checklist and Peer Review Rubric * Portfolio Presentation Rubric * Scholarship Essay Rubric * Educator Preparation Programs Comparison Rubric |
| **Vocabulary** | * Certification * Community Outreach * Constructive Feedback * Corporate Trainer * Free Application for Federal Student Aid (FAFSA) * Nonprofit * Financial Aid * Peer Review * Professional Portfolio * Scholarships * Student Loans |
| **Resources** | * **Free Application for Federal Student Aid (FAFSA)**   <https://fafsa.ed.gov/>   * **America’s Career InfoNet**   [www.acinet.org/acinet](http://www.acinet.org/acinet)   * **Career One Stop**   <https://www.careeronestop.org/Videos/NewCareerVideos/new-career-videos.aspx>   * **CareerTech**   [www.careertech.org](http://www.careertech.org)   * **My Next Move**   [www.mynextmove.org](http://www.mynextmove.org)   * **College for all Texans**   [www.collegeforalltexans.com](http://www.collegeforalltexans.com)   * **Texas Association of Community Colleges**   [www.tacc.org](http://www.tacc.org)   * **Texas Education Agency**   <https://tea.texas.gov/Texas_Educators/>   * **Texas Genuine**   [www.texasgenuine.org](http://www.texasgenuine.org)   * **Texas Higher Education Coordinating Board**   **GenTX**  <http://gentx.org/>  <http://gentx.org/resources/>   * **Texas Workforce Commission**   <http://www.lmci.state.tx.us/>   * **U.S. Department of Education College Scorecard**   <https://collegescorecard.ed.gov>   * **What is a Teaching Philosophy, and Why do I Need It?**   <https://education.cu-portland.edu/blog/admissions-tips/what-is-a-teaching-philosophy-statement-and-why-do-i-need-it/>   * **Edutopia Ben Johnson: What is Your Educational Philosophy?**   <https://www.edutopia.org/blog/what-your-educational-philosophy-ben-johnson>   * **Additional Samples of Educational Philosophies:**   <http://www2.sfasu.edu/cte/Michelle_Files/HMS_300_Web_Content/PhilosophyofEducation.pdf>  **Use Specific Language for Feedback and Praise**  <http://www.nea.org/tools/52080.htm>   * **Scholarship Resources**   **CTSOs:**  **Family, Career and Community Leaders of America (FCCLA)**  [http://texasfccla.org/scholarships.html](http://texasfccla.org/scholarships.html%20)  **Texas Association of Future Educators (TAFE)**  [http://www.tafeonline.org/scholarships](http://www.tafeonline.org/scholarships%20)   * **Communities Foundation of Texas:**   **Scholarship Overview**  <https://www.cftexas.org/scholarship> |
| **Notes** |  |