

Job Application

LESSON PLAN

Introduction

For this activity the students will play the role of job applicants seeking a position on the upcoming Challenger Learning Center mission. Students are asked to review The Crew Team Assignments and identify their unique characteristics to find a job they would like to fulfill during the mission. This activity has a strong workplace readiness component to help prepare your students as they learn about skills for future careers.

This activity may be used when the mission is first introduced or near the end of the pre-mission activities. Students should have an idea of the role of each team during the mission.

Objectives

The student will:

- Understand the importance of carefully preparing job applications.
- Assess his/her talents and qualifications.

Materials

- Student Job Application Form (one per student)
- Crew Team Assignments (one per student)

Procedures

Introduce the mission scenario and purpose to your students. Explain to your students that they need to “apply” for a position on the upcoming mission. Distribute copies of the Crew Team Assignments. Encourage students to find positions that best match their skills and interests.

Distribute copies of the Student Job Application Form. Ask the students to apply for any three positions.

If you wish, have the students list references and submit letters of recommendation. (Remind students they should ask the reference person for permission to use his/her name before using him/her as a reference.)

Conclusions and Extensions

- Have your students create resumes and cover letters.
- Meet individually with your students to interview them for their desired position.

STUDENT JOB APPLICATION FORM

Personal Data:

Name: _____ Date: _____ Grade: _____

School: _____ Teacher's Name: _____

Career Objectives: Please review all the available positions and list your top three choices.
I am applying for a position on any one of the following teams:

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

Relevant Skills and Experience

What makes you the best qualified person for these positions?

What experiences and skills make you the best candidate for this position?

List membership in any organizations or civic clubs (Boy Scouts, Girl Scouts, 4-H, sport teams, etc).

List any honors, awards, publications, or personal achievements (Honor roll, school paper, etc.)
