

Skills for the 21st Century

Career Education and Work Activity Guide

Publication of:



Greater Wilkes-Barre
CHAMBER
of Business and Industry

The Greater Wilkes-Barre Chamber

Two Public Square

P.O. Box 5340

Wilkes-Barre, PA 18710-5340

Phone: (570) 823-2101 Fax: (570) 822-5951

Visit our web site at: www.wilkes-barre.org

Appreciation is extended to the following organizations for their generous contributions, which enabled the production of the video and activity materials:

Keystone College

King's College

Luzerne County Business Education Partnership

Moonlight Productions

Northeastern Pennsylvania Tech Prep Consortium

PG Energy

SHS TechStaffing

Special Thanks To:

Mary Ghilani

Nicholas Michalisin

Susan Shaffer

Jackie Stash

DISCLAIMER

This publication is designed to provide general information about skills and preparation for careers in the 21st century. It is provided with the understanding that the publisher is not engaged in rendering any legal or professional services. The publication was prepared under the guidance of professionals and is intended as a reference, not to be all-inclusive.

Table of Contents

	PAGE
Introduction	1
Activities	2
Activity 1: Video: Workforce Demands of the 21 st Century	3
Activity 2: Senior Project Idea	6
Activity 3: Career Counseling and Job Selection	9
Activity 4: Everyone Can't be a Superstar	11
Activity 5: Northeastern Pennsylvania's Job Skill Level Changes	13
Activity 6: Important Skills in the Workplace	15
Activity 7: 16 Career Clusters	17
Ten Other Great Activities to Help Students Choose a Career	20
Resources	22
Facts to Consider	23
Job Skill Level Changes	24
Ten In-Demand Job Skills	25
Important Skills in the Workplace	27
Employability Skill/Competencies	28
Minimum Skills for Workplace Success	29
Resource Links	30
Acknowledgements	33

Introduction

This videotape and activity guide is intended to create awareness among parents, students, educators, guidance counselors, and administrators regarding **skill** requirements and **career opportunities** for the 21st Century. It is our intent to better counsel, advise and direct the youth of our community as they prepare themselves for the world of work.

Sample classroom activities have been developed to accompany the video. They are designed to be useful to teachers, helping them to meet the new Pennsylvania Department of Education Academic **Standards for Career Education and Work**. Materials can be adopted for instruction at the **middle and high school levels**.

Although primarily developed for the classroom, parents and students may also use these activities at home or for a school project. The Resource Links contained in the back of this guide are intended for students who are in the process of exploring their career interests.

For additional information, please contact Jane Ashton, Director of Workforce Development at the Greater Wilkes-Barre Chamber at (570) 823-2101, ext. 116 or at jashton@wilkes-barre.org.