First Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade\_\_\_\_\_

**McRoberts Career Ed Volunteer and Work Experience Tracking and Reflection**

**For Grade 11 and 12 students**

*\*Note: This is a requirement for CLC and reflections will count towards your grade in the course. This is not the form you fill out if you are applying for service awards.*

Grade 11 and 12 students will be required to engage in 30 total hours of career exploration and service over their grade 11 and 12 years. This may consist entirely of volunteer work, or can include up to 15 hours of paid work experience.

This work is required in order to fulfill Core and Career Education competencies.  Students need to demonstrate that they are developing transferable skills, networking, finding mentors, and acquiring experience in areas they might want to pursue as a career. Furthermore, they should be contributing to the community and caring for the environment for the benefit of others and the community.

* Service/work experience can take place in the community or in our school.
* Service outside of the work experience hours can **NOT include any work that is for course credit or that is paid.**
* Service/work experience must be completed by the end of May (It is highly recommended that you do most of the work in your grade 11 year due to the demands of grade 12)
* Service/work experience may be completed over the summer.

**As you complete your experience, please fill in the tracking sheet and complete the reflection assignment at the end of this document. You can pick one experience/activity to reflect on.**

**Your tracking sheet and reflections should be submitted to your grade 12 CLC teacher via Teams** (you will be added to a Teams class in April of your grade 11 year). If you would like to submit this earlier, there will be a box in the library to collect forms.

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| **Date of activity** | **Number of Hours** | **Description of activity (include what you were doing, for which organizations, and where)** | **Supervisor’s Full Name** | **Supervisor’s Contact Number** |
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| **Date of activity** | **Number of Hours** | **Description of activity (include what you were doing, for which organizations, and where)** | **Supervisor’s Full Name** | **Supervisor’s Contact Number** |
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**Volunteer/Work Experience Reflection**

Please answer the questions below thoughtfully and thoroughly.

**Your tracking sheet and reflections should be submitted to your grade 12 CLC teacher via Teams** (you will be added to a Teams class in April of your grade 11 year). If you would like to submit this earlier, there will be a box in the library for hard copies.

1. **Describe one of your experiences: What did you do? What were your responsibilities? What did you learn? Did you enjoy your experience? Why or why not?** *(Curricular Competency:**Engage in, reflect on, and evaluate career-life exploration.)*
2. **Identify one or more people you met during your experience who might be a resource for you in trying to establish a career after high school. Explain how they might be able to help you.** *(Curricular Competency: Engage with personal, education, and employment networks to cultivate post-graduation resources and social capital).*
3. **Describe your interactions with others during your work/volunteer experience. Include one example of an interaction that showed respectfulness and another that showed a mindfulness of safety.** (*Curricular Competency: Demonstrate and reflect on inclusive, respectful, and safe interactions in multiple career-life context.)*
4. **How could this experience connect to a career you might be interested in pursuing in the future? What aspects of the experience do you see as being desirable in a career? What aspects might you want to avoid in a career?** (*Curricular Competency: Explore possibilities for preferred personal and education/employment futures, using creative and innovative thinking.)*
5. **In what ways did you contribute to the community through your experience? How did you show care for the environment? As of right now, how important are these two issues for you in deciding your career path?** (*Core Competency- Social Responsibility: contributing to community and caring for the environment for the benefit of others and the community.)*