

**#3648**

## **REWARDING EMPLOYMENT: HOW TO GET A REALLY GOOD JOB**

Grade Levels: 10-13+

13 minutes

FILM IDEAS, INC. 1996

### **DESCRIPTION**

Teenagers looking for work often don't know what to do first. Offers a step-by-step look at the employment process. Includes: balance between school, work, and free time; the importance of home support; researching the job and company; interview preparation dos and don'ts; and the timely follow-up. Encourages practicing possible responses and focuses on being relaxed and prepared.

### **ACADEMIC STANDARDS**

#### **Subject Area: Life Work**

- ◆ Standard: Make general preparation for entering the workforce
  - Benchmark: Establishes an explicit career action plan (See Instructional Goals #1, #3)
  - Benchmark: Makes an accurate appraisal of prior work experience, career goals, personal character, job references, and personal aptitudes (See Instructional Goal #3)
  - Benchmark: Uses multiple resources to obtain information about prospective jobs (e.g., classified, word of mouth, free services provided by state) (See Instructional Goal #4)

### **INSTRUCTIONAL GOALS**

1. To promote appropriate job-seeking skills.
2. To demonstrate proper interview techniques.
3. To introduce how to develop an action plan by assessing personal priorities.
4. To illustrate different approaches to finding a job.

### **VOCABULARY**

- |                 |                   |
|-----------------|-------------------|
| 1. competition  | 6. appropriate    |
| 2. interview    | 7. conservatively |
| 3. application  | 8. impression     |
| 4. flexible     | 9. assertive      |
| 5. achievements |                   |

## BEFORE SHOWING

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1. Discuss the main reasons that teenagers seek employment.
2. Discuss what might occur in a typical job interview.
3. Discuss different ways a teenager might search for a job: ask friends, read newspapers, advertisements, and other avenues.

## DURING SHOWING

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### Discussion Items and Questions

1. Pause after the seven questions. Review them and ask if others should be added to the list.
2. Pause after the interviewer asks his three questions. Solicit examples of how to answer them.
3. Pause after Jane asks her questions.
  - a. What other questions might it be prudent to ask?
  - b. What other questions should you avoid asking?



## AFTER SHOWING

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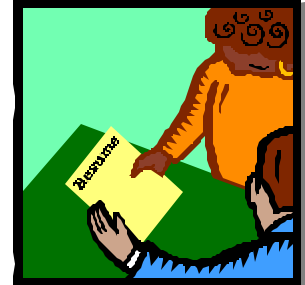
### Discussion Items and Questions

1. Discuss how to show a prospective employer the three A's: aptitude, attitude and attendance.
2. What special considerations need to be made when the relay service is used in making an initial phone call?
3. Discuss each of the steps in "the plan."
4. Upon arrival at the interview what three things should be kept in mind?
5. Describe the components of the "Ice Breaker."
6. What factors need to be taken into consideration when an interpreter is obtained for an interview?
7. What action should be taken if the employer asks for an interview before an applicant is ready?
8. Why is it important to follow up after the interview?

### Applications and Activities

1. Conduct mock interviews using the questions presented in the video:
  - a. What hours can you work?
  - b. Do you have dependable transportation?
  - c. How flexible is your schedule?
  - d. Why should I hire you?
  - e. How does your experience or background relate to this job?
  - f. What are five of your greatest achievements?
  - g. Tell me about yourself.

2. Develop a personal schedule of activities and commitments to determine time available for employment.
3. Invite an employer to discuss the interview process and what interviewers expect from applicants.
4. Obtain various applications forms from different employers to fill out for practice.
5. Develop a fact sheet that includes work and personal references, hobbies, Social Security number and other pertinent information to use when filling out applications.
6. Have a vocational evaluation performed to determine skills and job interests.
7. Invite a vocational rehabilitation counselor to discuss program specifics.
8. Select a company and research its history, products, services, organizational structure, and others.
  - a. Discuss the reasons this would or would not be a good company to work for.
  - b. Determine what important information the employer would want a prospective employee to know about the company.
9. Interviewers often ask an applicant to tell them about the applicant's background and interests. Have each student develop a "tell me about" sheet of 200 or more words, commit the sheet to memory, and make a presentation to the class.
10. Develop a list of questions to ask an employer during the first phone call. Questions may include:
11. How flexible is the job schedule?
  - a. Do you have a written job description?
  - b. Do I have time to see where I will be working?



## RELATED RESOURCES

### Captioned Media Program

- Common Mistakes People Make in Interviews #8248
- Connect on the Net: Finding a Job on the Internet #7917
- Interviewing Successfully #2916
- Moving on Up: An Interactive Guide to Finding a Great Job (CD-ROM) #9006
- Preparing for a Job Interview #2212
- Shhh! I'm Finding a Job: Library and Your Self-Directed Job Search #3296
- Teenagers: How to Get and Keep a Job #2018



## World Wide Web



The following Web sites complement the contents of this guide; they were selected by professionals who have experience in teaching deaf and hard of hearing students. Every effort was made to select accurate, educationally relevant, and "kid-safe" sites. However, teachers should preview them before use. The U.S. Department of Education, the National Association of the Deaf, and the Captioned Media Program do not endorse the sites and are not responsible for their content.

- **THE TEENAGER'S GUIDE TO THE REAL WORLD**

[www.bygpub.com/books/tg2rw/jobskills.htm](http://www.bygpub.com/books/tg2rw/jobskills.htm)

An easy-to-understand reference guide with information on job skills, interviewing and resumes. Geared towards teenagers.

- **CREATIVE JOB SEARCH**

[www.mnworkforcecenter.org/cjs/cjs\\_site/index.htm](http://www.mnworkforcecenter.org/cjs/cjs_site/index.htm)

A thorough search for a job.

