



# Plan for the future: a resource guide for families:

This guide provides some tools and resources to assist you in helping your child in future planning.

Delaware Dept of Education



### ***The Purpose***

This *Plan for the Future: A Resource Guide for Families* is designed to assist parents/ guardians who are helping a son/daughter plan for his/her future. As a parent or family member, you will have more influence on a young person's career development than any other person. Your involvement with career/college planning will impact a child's choices that lead to academic and personal success.

### ***The Primary Support Tools for Future Planning***

Delaware has two important tools to support career development for students: the Student Success Plan (SSP) and the Career Cruising online career guidance system. To learn more about developing a Student Success Plan, go to: [www.careercruising.com/ssp](http://www.careercruising.com/ssp) to view your child's work. *(Note: Access to the Career Cruising site requires a username and password. Contact your child's SSP advisor for your access information)*

While these tools are wide-ranging in scope, a wealth of additional information is available on the Internet and in print. This guide seeks to help families access some of those resources.

### **What is the Student Success Plan?**

Students from 8th through 12th grade across Delaware are required to complete a Student Success Plan (SSP). The SSP brings together career exploration activities, extracurricular experiences, and education achievements. Along with parents, advisors and teachers, the student creates a course of study and a long-range plan for post-school endeavors that match his/her goals and interests.

Developing the SSP with an advisor helps a student to:

- Plan for future careers and education
- Make sure he/she is on track to graduate;
- Create a resume;
- Record information needed on college and job applications, like extracurricular activities test scores and career-related courses;
- Plan work-based learning experiences such as internships, job-shadowing.

### **What is Career Cruising?**

The SSP is fully integrated with the Career Cruising career guidance system. Career Cruising is an internet-based career exploration and planning tool that students use to explore career and school options and develop a career plan. Career Cruising can be accessed from school, home, the library, or wherever your child has access to the internet. Using the online SSP tool, you can view your child's SSP, see what career and school interests your child has, and communicate with your child's SSP advisor.

While online, students can use this tool to:

- Learn about the different options for work, technical training, and postsecondary education;
- Research the most up-to-date career information available;
- Find out what careers are in demand in Delaware and nationally;

- Research colleges, universities and scholarship opportunities;
- Read real-world interviews from someone in your career of interest;
- Find out how to prepare for a chosen career.

Parent/guardian access to the Student Success Plan allows you to:

- View the work your child has done.
- Learn more about careers and schools or training programs of interest to your child.
- Record comments on the SSP and email them to your child's SSP advisor.
- Participate in the Annual SSP Review.

**Why should Delaware students develop the SSP and use Career Cruising?**

These tools provide the next step beyond career and college searches. They help teens connect career opportunities with their learning processes. This encourages students to take an active role in planning for their futures.

**How can I help my child succeed?**

Whether your child is planning to further his or her education by attending college, a technical school, or other post-secondary programs, you can help him or her succeed by taking the time to learn how to plan, and how to finance those plans. Together, you and your child can share this important goal and achieve it.

**I don't have access to the SSP and Career Cruising. Can I still use the Resource Guide for Families?**

Yes. You do not need access to the SSP and Career Cruising to use the other resources in this guide.

## Ten Steps to Help Plan for Your Child's Future

1. Talk to your child about his or her skills and interests, career options, and schools or trades that he or she is considering and help create job shadowing experiences either through school or on your own.
2. Encourage your child to make middle and high school count, so they will be prepared academically for higher education.
3. Meet with the high school guidance counselor to determine what options match your child's academic abilities and help choose career pathways early.
4. Save money as early as possible to help pay for your child's post high school education.
5. Gather information about the schools or programs your child is interested in attending including information on financial aid.
6. Help your child apply for admission into schools and programs. To apply for financial aid, help your child complete the Free Application for Federal Student Aid (FAFSA).
7. Consider scholarships, grants, and work-study programs. Complete any necessary applications or forms.
8. Consider the loan programs available to you and your child.
9. Learn more about tax credits, deductions and other considerations for education expenses.
10. Participate with your child and the school on the Student Success Plan annual reviews.

### Career Awareness and Preparation Activities

	Grade 5	Grade 8	Grade 11
<b>Career Awareness and Preparation</b>  <i>Getting ready</i>  <i>For Work</i>	Describe the impact of individual interests and abilities on career choices.	Relate careers to individual Interests, abilities and aptitudes	Relate careers to individual Interests, abilities and aptitudes
	Describe the impact of personal interests and abilities on career choices.	Relate careers to personal Interests, abilities and aptitudes	Analyze career options based on personal interests, abilities and aptitudes, achievements and goals
	Relate the impact of change to traditional and nontraditional careers	Explain how traditional and nontraditional careers offer or hinder career opportunities	Analyze how the changing roles in the workplace relate to new opportunities within career choices
	Describe the range of career training programs in the community	Explain the relationship of career training programs to employment opportunities	Evaluate school-based opportunities for career awareness/preparation.
	Describe the factors that influence career choices	Analyze the economic factors that have an impact on employment opportunities.	Justify the selection of a career.
	Identify the components of a career plan	Analyze the relationship of school subjects, extra-curricular activities, and community experiences to career preparation.	Analyze the relationship between career choices and career preparation opportunities.
	Connect personal interests, abilities and academic		Assess the implementation of

	strengths to personal career options.	Create a Student Success Plan including career portfolio, career goals, career pathways opportunities, individual interests and abilities, and training/education requirements.  Choose personal electives and extracurricular activities,	the individual career plan.  Review personal high school plan in light of current personal career goals and select postsecondary opportunities based upon personal career interests.
	<b>Grade 5</b>	<b>Grade 8</b>	<b>Grade 11</b>
<b>Career Acquisition</b>  <i>Getting Jobs</i>	Apply appropriate speaking and listening techniques.  Identify and review resources available in researching job opportunities.  Compose and compare a business and a personal letter.  Identify individualized career portfolio components.	Identify effective speaking and listening skills used in a job interview.  Evaluate resources available in researching job opportunities.  Prepare a draft career acquisition documents.  Develop an individualized career portfolio (Student	Apply effective speaking and listening skills used in a job interview.  Apply research skills in searching for a job.  Develop and assemble, for career portfolio placement, career acquisition documents.  Analyze, revise and apply a Student Success Plan (SSP) to

	Apply essential workplace skills to daily activities (e.g., commitment, communications, dependability, team building)	Success Plan) Explain the importance of the essential workplace skills/knowledge to the career acquisition process.	chosen career path.  Demonstrate the application of essential workplace skills/knowledge in the career acquisition process.
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## Career Retention and Advancement

### Entrepreneurship

	Grade 5	Grade 8	Grade 11
<b>Entrepreneurship</b>	Identify the risks and rewards of entrepreneurship.	Compare and contrast entrepreneurship to traditional employment.	Analyze entrepreneurship as it relates to personal character traits.
<i>Starting and Running Businesses</i>	Discuss the character traits of entrepreneurs past and present.	Evaluate how entrepreneurial character traits influence career opportunities.	Analyze how entrepreneurship relates to personal character traits through the ongoing development of the Student Success Plan.  Develop a business plan for an entrepreneurial concept.

## Career and College Planning

### Delaware Resources for Parents

#### **Delaware Dept of Education ([www.doe.k12.de.us/infosuites/students\\_family](http://www.doe.k12.de.us/infosuites/students_family))**

The Delaware Dept of Education has a "Students and Family" section on its website to provide information on academic programs in the state, along with planning information for students and families. Links from the DDOE website includes **Reaching Higher for Student Success** -

**([www.doe.k12.de.us/infosuites/students\\_family/rhss](http://www.doe.k12.de.us/infosuites/students_family/rhss))**. The *Reaching Higher for Student Success* initiative is driven by the results of research conducted in Delaware with educators, students, parents, business leaders and college professors. This resource provides parents with information on Delaware's Student Success Plan and links to ongoing school reform issues in the state. Delaware Career and Technical Student Organizations can be accessed by going to

**([http://www.doe.k12.de.us/infosuites/students\\_family/ctso/default.shtml](http://www.doe.k12.de.us/infosuites/students_family/ctso/default.shtml))**. This link will provide information of career activities

**The Student Success Plan (SSP) and Career Cruising ([www.careercruising.com/ssp](http://www.careercruising.com/ssp))** The SSP and Career Cruising are career search and planning tools for all Delaware students between 8th and 12th grades. Career Cruising provides students with the latest in **career information, labor market data**, and helps **students research careers and develop long-range plans to meet career goals**. Parents can view their child's SSP online by visiting the Career Cruising website. *(Note: Access to the Career Cruising site requires a username and password. Contact your child's SSP advisor for your access information)*

**"Yes YOU Can!" ([www.YesYouCanDE.com](http://www.YesYouCanDE.com))** "Yes YOU Can" is an interactive website with information and resources on careers and colleges — from help with career goals, resumes and links to jobs in Delaware, to what courses and tests to take in high school that will prepare students for college or the workforce. It includes links to **Delaware colleges, on-line admissions, scholarship and financial aid, and resources for parents**.

#### **Delaware Parental Information & Resource Center: Linking Families and Schools for Student Success ([www.depirc.org](http://www.depirc.org))**

The Delaware PIRC (DEPIRC) is a Parental Information and Resource Center supported by the [Parent Information Center of Delaware, Inc.](#) The mission of DEPIRC is to work with partners to collectively advance academic outcomes for students most at-risk of academic failure by empowering parents and caregivers to become knowledgeable and powerful advocates for school improvement and student success. To maximize the impact of the DEPIRC project, the [Parent Information Center of Delaware](#) is partnering with the [Delaware Department of Education's](#) (DOE) Parents as Teachers Program (PAT) and the [Rodel Foundation's](#) Delaware Parent Leadership Institute (DPLI), as well as with local school districts and community agencies.

DEPIRC's sister website is: **The Parent Information Center of DE, Inc** ([www.picofdel.org](http://www.picofdel.org)). PIC's main purpose is to give parents easy access to information and resources designed to improve their children's

developmental and educational outcomes. PIC primarily serves families, children and young adults who receive special education services.

**The Delaware SEED (Student Excellence Equals Degree) Scholarship** ([www.seedscholarship.delaware.gov](http://www.seedscholarship.delaware.gov))

The Delaware SEED scholarship program provides tuition for full time students enrolled in an associate's degree program at Delaware Technical and Community College or the Associate of Arts program at the University of Delaware. The program is for Delaware students who stay in school, work hard, and stay out of trouble.

**Delaware Higher Education Commission** ([www.doe.k12.de.us/infosuites/students\\_family/dhec/](http://www.doe.k12.de.us/infosuites/students_family/dhec/))

As part of the Department of Education, the Commission works to ensure that Delawareans have access to state resources for higher education by administering financial assistance programs and providing postsecondary education information to students, parents, and state policymakers. Here you can find information about grants and scholarships available to Delaware high school students.

**Delaware Workforce Development** ([www.delawareworks.com](http://www.delawareworks.com))

The Delaware Dept of Labor and its partner, the Delaware Workforce Investment Board, provide support to the residents and businesses of Delaware. Its website is continually updated to meet the changing needs of all sectors of Delaware's workforce. Information about how to [locate a job](#), find and hire workers, and understand what the growing occupations, unemployment rates and the hot jobs in Delaware can be found in the [Labor Market Information](#) section.

**The Delaware Career Compass** ([www.delawareworks.com/OOLMI/welcome](http://www.delawareworks.com/OOLMI/welcome))

Published by the Delaware Dept of Labor, The Delaware Career Compass serves as a leading educational guide to thousands of students and jobseekers. It is a helpful resource to students and families in need of important information on planning for their futures.

**[Delaware.gov](http://www.delaware.gov)** ([www.delaware.gov](http://www.delaware.gov))

Visit Delaware's official website that provides information on employment opportunities in state and federal jobs, the military, and other occupational and labor market information for the State.

## Other Online Resources

### **US Department of Education *Especially for Parents*** ([www.ed.gov/parents](http://www.ed.gov/parents))

You can use this site to:

- get checklists and tips for school planning
- receive college information, such as student aid, education programs
- look up education policies and research
- get Tool Kits for Families, answers to common questions, and more.

### **Career Voyages** ([www.careervoyages.gov](http://www.careervoyages.gov))

You can use this site to:

- get information on high-growth, high-demand occupations, along with the skills and education needed to attain those jobs.
- start career planning discussions with your child.

### [U.S. Department of Labor's Online Occupational Outlook Handbook](http://www.bls.gov) ([www.bls.gov](http://www.bls.gov))

This handbook provides information on hundreds of different types of jobs and tells you:

- The training & education required
- Earnings
- Expected job prospects
- Training opportunities
- What workers do on the job
- Working conditions

**Career One Stop: Pathways to Career Success** ([www.acinet.org/acinet/](http://www.acinet.org/acinet/)) America's Career Infonet site provides you with:

- Delaware-specific information, or search all 50 states.
- information on labor statistics
- browsing jobs
- helpful hints to jobseekers
- and much more.

**ACT Information for Parents** ([www.act.org/path/parent/](http://www.act.org/path/parent/))

You can use this site to:

- Understand the career planning process;
- Learn the basic steps of career planning to help you with your teen's future;
- View checklists for both the family and the student to help prepare and make decisions; and
- View parent newsletters and other resources.

**America's Career Resource Network - Parents** ([www.acrnetwork.org/parents.aspx](http://www.acrnetwork.org/parents.aspx))

You can use this site to:

- Find brochures and resources in English and Spanish that help families with career development and career planning with their teens;
- Help your child make a successful transition from school to work or college;
- View information on school success, career exploration and students with special needs; and
- Access tool kits in both English and Spanish for the path from high school to completion of higher education.

**Business Industry Education Alliance (BIE)**

• you can use this site to:

Find Career Internship opportunities

Find Job Shadowing experiences

[www.bie.k12.de.us](http://www.bie.k12.de.us)

**Career Zone** ([www.nycareerzone.org](http://www.nycareerzone.org))

You can use this site to:

- Assess your teen's personal interests for career planning;
- Watch videos about careers;
- Search for information in the fields of health services and natural and agricultural science;
- Find information on summer-related internships, games and summer camps; and
- Read job highlights that include education, skills, knowledge, tasks, wages, job outlook and other additional information.

**College Access** (<http://going2college.org>)

You can use this site to:

- Help your teen plan for college;
- Calculate the difference in lifetime income with different levels of education;
- Use this information to discuss planning for postsecondary choices; and
- Calculate costs and learn about saving for college and financial aid.

**Construct My Future** ([www.constructmyfuture.com/parents](http://www.constructmyfuture.com/parents))

You can use this site to:

- Find information on careers in the construction industry;
- Discuss the variety of construction career opportunities in areas of your teen's interests; and
- Explore postsecondary education, look at current job possibilities and investigate scholarships.

**Engineer Girl** ([www.engineergirl.org](http://www.engineergirl.org))

You can use this site to:

- Promote engineering with your teenage girl;
- Play interactive games, do activities and explore careers;
- Discuss classes to take;
- Explore colleges; and
- Help your teen enter contests that provide scholarships to help women enter the predominately male engineering career field.

**Family Education** ([www.familyeducation.com](http://www.familyeducation.com))

You can use this site to:

- Help guide your student through childhood – from birth to age 18. Choose the section of the Web site that pertains most to your teen;
- Find talking points, discussion questions, activities, checklists and resources;
- View articles on teens and drugs, alcohol, dating, driving and jobs; and
- Find advice and activities to help with reading, math, science and social studies.

**Idealist.org** ([www.idealist.org](http://www.idealist.org))

You can use this site to:

- Find information about nonprofit careers, as well as key terms such as departments, duties and daily tasks;
- Help your teen find job and internship opportunities in the nonprofit sector; and
- Explore career options in nonprofit organizations.

**LifeWorks** (<http://science.education.nih.gov/LifeWorks>)

You can use this site to:

- Browse for information on more than 100 medical science and health careers by title, education required, interest area or median salary; and
- Read true stories of successful people illustrating the variety of real-life career pathways, from the carefully planned to the unpredictable.

**Making it Count! Parents** ([www.makingitcount.com/parents/start/](http://www.makingitcount.com/parents/start/))

You can use this site to:

- Research the process and planning for postsecondary education with your teen;
- Consider aspects that are often overlooked, such as finding the best college “style” for your teen;
- Discuss the pressures of senior year and making the transition to independence with your teen; and
- Read articles on topics such as:
  - \_ working with the school counselor
  - \_ advice from students to families
  - \_ college visit checklist
  - \_ timelines
  - \_ admissions and applications
  - \_ financial aid process and questions
  - \_ and much more.

**Manufacturing Is Cool** ([www.manufacturingiscool.com](http://www.manufacturingiscool.com))

You can use this site to:

- Discuss the variety of manufacturing career opportunities in areas of your teen’s interests through the video and print interviews;
- Find summer camp and academy opportunities for career exploration; and
- Find college and scholarship opportunities in manufacturing.

**Mapping Your Future** (<http://mappingyourfuture.org/>)

You can use this site to:

- Use the career planning area to have your teen complete an interest survey;
- Discuss the high school courses and careers that involve the preferred interests;
- Look at education options, school selection and paying for postsecondary education.

**Tips for Parents of Middle School Students** ([www.nacacnet.org/PublicationsResources/](http://www.nacacnet.org/PublicationsResources/))

You can use this site to:

- help your child know the importance of middle school and high school coursework in preparation for college
- get tips on developing good study habits and communicating with your teen
- get tips on the importance of healthy habits and identifying mentors for your child

**Tips for Parents of High School Students ([www.nacacnet.org/publicationsresources/](http://www.nacacnet.org/publicationsresources/))**

You can use this site to:

- Get tips on standardized tests, the application process and searching for the right institution.
- Get timelines filled with important dates that act as checklists for the high school student looking at a postsecondary education.

**What Can I Do With a Major in... ([www.uncwil.edu/stuaff/career/Majors/](http://www.uncwil.edu/stuaff/career/Majors/))**

You can use this site to:

- Help your teen narrow their focus to choose a college major;
- Talk to your teen about his or her interests and favorite school subjects, and then explore this Web site's information together; and
- Help you see that your teen's preference for a college major does have career choices.

**About.com's Apprenticeship and Tech Careers ([www.about.com](http://www.about.com))**

Includes information about apprenticeships and internships – finding them and more.

**U.S. Department of Labor Apprenticeships ([www.dol.gov](http://www.dol.gov))**

Information provided by the U.S. Department of Labor on apprenticeship programs nationwide.

**Guide to Vo-Tech Schools ([www.vocational-technical-schools.com](http://www.vocational-technical-schools.com))**

a complete education resource for vocational, technical and trade schools in Delaware and across the nation. It provides information by state, by school, and about financial options.

**Adult Education Programs in Delaware**

This provides information on programs in each of the three counties for **students** who may not have completed their diploma but would like career training or to finish their diploma.

**New Castle County:** Adult Education Division: Phone: 302-683-3642, Fax: 302-995-6235 Email:

[mmarra@nccvt.k12.de.us](mailto:mmarra@nccvt.k12.de.us)

**Kent County: PolyTech Adult Education** 823 Walnut Shade Road, P.O. Box 102, Woodside, DE 19980

[adulthoodinfo@polytech.k12.de.us](mailto:adulthoodinfo@polytech.k12.de.us) (302) 697-4545

**Sussex County:** Sussex Tech Adult Division, P.O. Box 351, Georgetown, DE 19947 [SussexTechTraining.Net](http://SussexTechTraining.Net)

**Find local military recruiters for the:**

**Army** at [www.goarmy.com](http://www.goarmy.com)

**Marine Corps** at [www.ourmarines.com](http://www.ourmarines.com)

**Navy** at [www.navy.com](http://www.navy.com)

**Coast Guard** at [www.gocoastguard.com](http://www.gocoastguard.com)

**Air Force** at [www.go.mappoint.net/airforce](http://www.go.mappoint.net/airforce)

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