

Career Readiness Resource Hub: How to Get a Job

Introduction

A CCR advisor plays a critical role in helping students shape their future by exposing them to a broad range of career possibilities. As a CCR Advisor, you help students identify strengths and interests that play a key part in narrowing their job focus and leading them down a successful career path. This resource provides tools to help students discover what pathways might be right for them, and ultimately, to help them pursue a career of interest.

Resource Hub

- Career Exploration
 - BrilliantCareerLab.org
 - [20 Questions - Career Edition](#): Perfect activity for any classroom. To make this more challenging, you can provide the “Answerers” with a variety of job titles that you come up with. You can also invite students to use the internet so they can research the career(s) to expand their knowledge further.
 - [Scholar Map](#): Useful for creating a step-by-step plan to reach goals. Designed for K-12 students.
 - [Scholar Map Facilitator's Guide](#)
- Applying to Jobs
 - [How to Write a High School Resume](#): Includes tips and tricks for creating a resume and a template for students to follow.
- Landing a Job - Interview Preparation
 - [Interview Tips and Sample Questions](#): Includes common interview questions as well as some example answers.
 - [Mock Interview](#): Organize one with your students. Help them feel more comfortable with the format and share where they can use practice.
 - [What Not to Wear Activity](#): A lot of fun to do with groups in a classroom to get them thinking about looking or being professional.
 - [Email Etiquette](#): A small way to make a great impression. Designed for students in all grade levels.

Take it from here

- Educate yourself on the opportunities offered in your district, such as AP classes or internships that can help students get a step ahead while still in high school.



CFES
BRILLIANT
PATHWAYS™

College + Career Readiness Resources

- Encourage students to volunteer, and be an active member of their school and local community to practice the essential skill of networking!
- Though most of you will be working with students who are in middle and high school, it is still important to let them know how important it is to continue building their resume after they graduate. Talk to your students about internships, doing research in college, volunteer work, and about how promotions work!
- Encouraging students to start their career exploration early. Providing them with Essential Skills and resources to follow their pathway can have a lasting impact on them. Recognizing the needs of your scholars and providing them with guidance and support as they follow their pathway can give them the boost of confidence they need to land their dream job in the future!