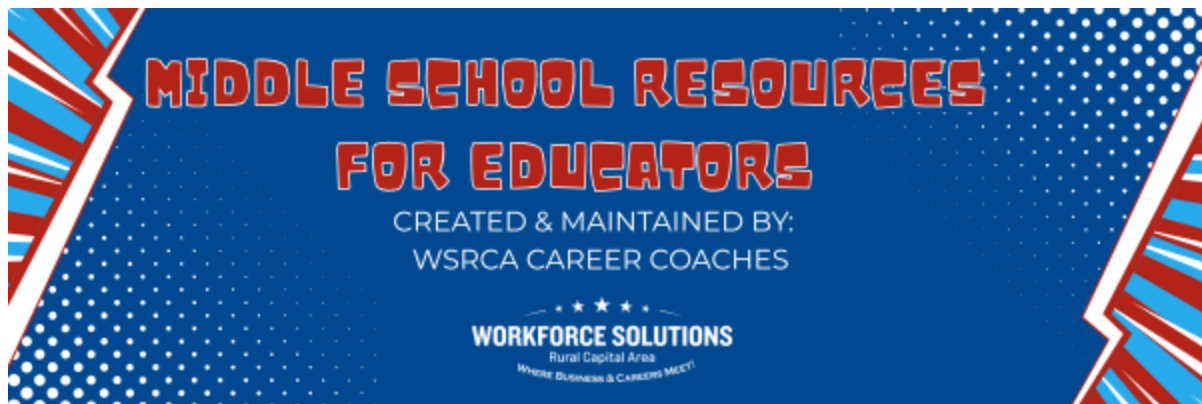




Overview of Document & Purpose

As your Workforce Solutions Rural Capital Area Career Coaches, we are committed to providing accessible, high-quality career readiness resources to support you and your students.

Our team of three Career Coaches serves 36 school districts across nine counties. While we strive to provide in-person classroom instruction whenever possible, our service area sometimes makes it difficult to be on every campus or deliver multi-lesson series.

To help ensure you have access to these valuable resources, we have created this live document, where we will continue to share presentations, lesson materials, and other career readiness resources. We encourage you to use these materials with your students. Our only request is that the resources be used in their original format with Workforce Solutions Rural Capital Area branding, rather than copied into other presentations.

As a reminder, our Career Coach services are provided at no cost to schools. We are always happy to visit your campus to teach any of these lessons or provide additional support. If you would like to schedule a classroom visit or request assistance, please complete the [K12 Career Coach Request Form](#).

Career Exploration Opportunities

These opportunities allow middle school students to discover potential career interests through interactive, hands-on experiences.

- [TEA Mobile STEM Lab](#) - The STEM Lab opens applications in the spring for the following school year to come out to your campus.
- [Make It Center](#) - Field Trip Opportunity. The Make It Center is located at the ACC Highland Campus.

Career Coach Presentations

- [Career of the Week Presentation \(Middle School Level\)](#)
- [Employability Skills](#)
- [Interviewing 101](#)
- [Developing a Resume](#)
- [Career Exploration](#)

Helpful Documents/Handouts

These documents should be used with the Career Coach Presentations

- [Common Interview Questions](#)
- [Steps to Choosing a Career Pathway](#)
- [Resumes](#)
- [Workforce Tool QR Codes](#)

Power Up: Soft Skills Bootcamp

- [Power Up: Soft Skills for Success Student Bootcamp Outline](#)
- [Full 5 Day Lesson Plans and Resources](#)

Careers at a Glance

These career booklets provide one-page career profiles that highlight information about different occupations, helping students explore potential career paths. Pathways highlighted are construction, healthcare, business management and IT, law and public

service, manufacturing, and STEM related careers. You can also download the booklets and share with your students.

- <https://workforcesolutionsrca.com/student-resources>
- Request a class copy of the career booklets here: [Booklet Request Form](#)

Career Videos

The video links below are very short clips that you can add to any lesson. They highlight the importance of joining clubs, volunteering, and researching different careers.

- [Students: 5 Ways to Jumpstart Your Manufacturing Career](#)
- [How to Jumpstart Your Manufacturing Career with Clubs](#)
- [Advanced Manufacturing Unleashed](#) - Advice on going into a career in manufacturing
- [3 Skills needed for future manufacturing](#)
- [ARMA Video Collection](#)

Interactive Websites

The websites and links below are great resources to have students explore career pathways, search for positions, etc.

Career Ready Central Texas

Career Ready helps people across Central Texas explore careers, find training programs, and plan their next step. Whether you're a student, job seeker, or someone looking to learn new skills, you can discover opportunities that lead to real local jobs in growing industries. Start exploring careers, training programs and education pathways designed to help you succeed. Visit [Career Ready Central Texas!](#)

Career One Stop CareerOneStop

Career One Stop is your source for career exploration, training and jobs. This site is sponsored by the U.S. Department of Labor. Visit [Career One Stop!](#)

Texas Reality Check



It's difficult to predict the future, but it's never too early to start planning for it. Texas Reality Check will show you how much your living expenses will cost, and the amount of money you will need to earn to pay for them. Visit [Texas Reality Check!](#)

Texas Career Check



TWC Resource to research various careers including average salaries, education requirements, job tasks, expected growth in the field, etc. Visit [Texas Career Check!](#)

Roadtrip Nation



Roadtrip Nation is a FREE resource for students and teachers that takes road trips to capture empowering stories that gives students the confidence and tools to find a career that matters to them. Visit [Roadtrip Nation!](#)

Work In Texas



Looking for your next career? Visit Work in Texas to search thousands of jobs, create a resume, research education and training and so much more. Visit [Work In Texas!](#)

Jobs Y'all



Multiple resources for students to explore careers and understand the education and training needed to best position themselves for where the jobs will be as they enter the workforce. Visit [Jobs Y'all!](#)

Rural Capital Headlight

RURAL CAPITAL

HEADLIGHT

Your sources for economic, demographic and workforce data from the Central Texas area. Visit [Rural Capital Headlight!](#)

O*NET OnLine



O*NET OnLine

Provides students and adults an array of occupation-specific information, such as relevant tasks, knowledge, skills, abilities, and salary information. Visit [O*NET OnLine!](#)

Career Progression Lattices



A career lattice is a framework for employees or job seekers to look at progression and growth of their current career or careers that interest them. Visit [Career Progression Lattices!](#)