

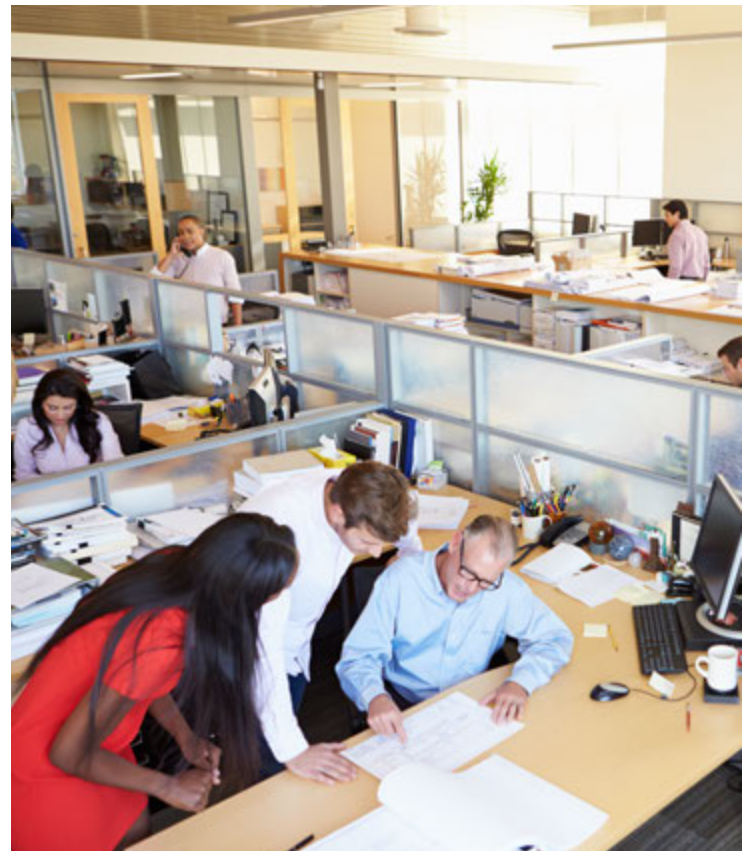


WEST HILLS COLLEGE
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What Is Work-based Learning? (WBL)

Work-based learning (WBL) is a structured learning that integrates work-site experiences with academic learning. Every work-based learning activity has a clear purpose and structure focused on integrating classroom learning and the world of work.

There is no one right way to become involved with work-based learning. What is appropriate depends entirely on the employer's interest and availability of time and resources. Many employers begin with an activity that requires a minimum of time and effort and increase their involvement as they recognize the benefits of work-based learning to students as well as to their own workplace.



Work-Based
Learning



Industry Tours

An industry tour is a work-site experience (usually 1-3 hours) during which a group of students are invited to tour an organization with their instructor. Students observe work processes and occupations, speak with workers and ask questions of people at their jobs.

The purpose of an industry tour is to:

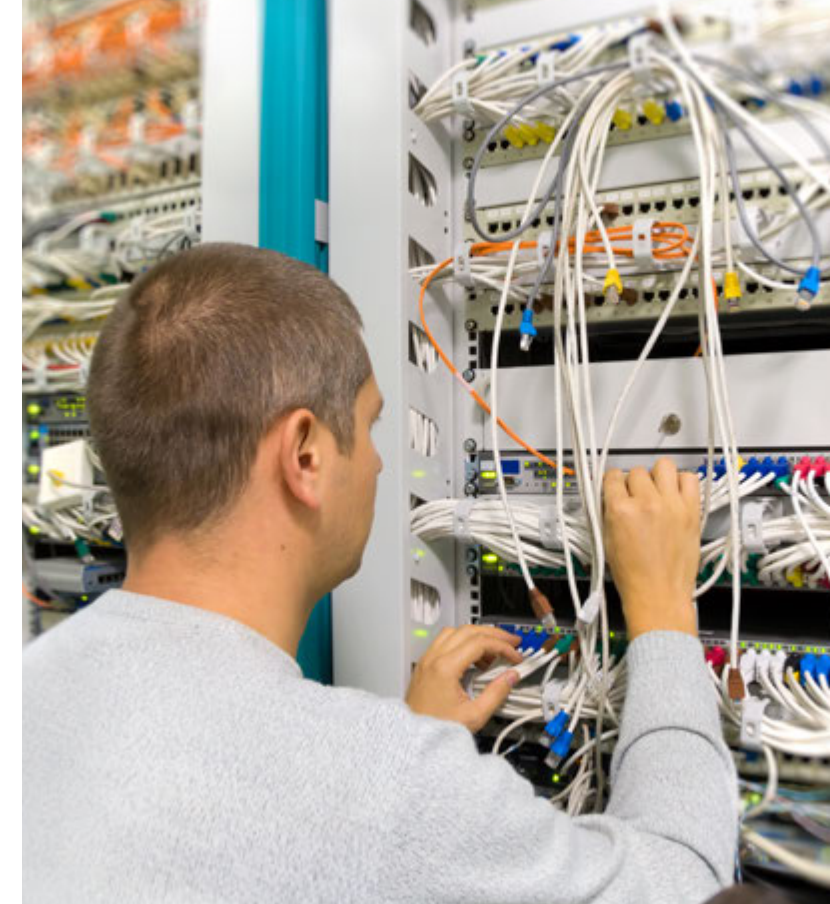
- Help students gain broader exposure to the world of work.
- Give students an overview of how a business operates.
- Expands students' understanding of the variety of jobs in a field.
- Allow students to talk to different adults about skills and knowledge required in industry.

Job Shadows

During job shadowing, a student spends 2 to 3 hours or more at a work-site, gaining one-on-one experience with an employee by observing daily activities, asking questions and participating in appropriate work-related activities. Job shadowing introduces students to potential careers by allowing them to interview individuals in their daily routines and activities.

The purpose of job shadowing is:

- Helps students begin to identify possible career interests.
- Students gain an awareness of the skills and knowledge necessary in the career area.
- Help students understand different work cultures and environments.
- Allow students to observe the daily activities of employees.



Career Fairs & Guest Speakers

A guest speaker represents the public sector, business, industry or labor. They describe their occupations, the necessary preparation, required knowledge, and other topical information. Guest speaking engagements typically take place at the school-site and include time for questions and answers.

During a presentation guest speakers usually spend 30 to 60 minutes with students talking about work, the skill it requires and a description of the company and work environment.

Career Fairs help students link interests and abilities to potential careers and to meet people who can assist them. Students meet with employers and human resources professionals to learn about work opportunities. Presenters are able to display materials and visual aids about their company.

Students circulate among the group of presenters attending, asking career-related questions and gathering materials.

The Purpose of a Career Fair & Guest Speaking Presentation:

- Expands students' understanding of different career areas and industries and the variety of jobs available in their community.
- Allows students to talk to a number of adults about the academic and technical skills required to do different jobs.
- Motivates students to learn more about careers that match their aptitudes and interests.
- Helps students understand the requirements for entry-level positions available to them while still in school.
- Increases students' vision of career opportunities.
- Helps students understand the connection between school, work, and achieving their goals.
- Helps students begin to identify possible career interests.
- Expands students understanding of the variety of jobs in a career area or interest.
- Helps students gain an awareness of the academic, technical, and personal skills required by particular jobs.
- Increase the student's vision of career opportunities.



What is an Apprenticeship?

An apprenticeship is an industry-driven, structured training program for entry-level employees entering highly skilled occupations. The program combines on-the-job training (practical learning) and related instruction (theoretical learning) under the supervision of a journey-level craft person or trade professional and a local education agency. West Hills College Lemoore offers courses both online and in the classroom, that supplement the practical learning experiences of apprentices at the job site.

“Homegrown” employees are more productive. A journey person who trained as an apprentice within an organization will naturally be more productive, since he or she is already familiar with company standards and procedures. That means employees will spend their time contributing to the company's bottom line, not getting up to speed.

The apprenticeship system of training is efficient and cost effective because it eliminates expensive recruitment programs for people who are already trained, creates a diversified and flexible pool of employees with desired skills, and reduces costs of high labor turnover.

What is an Internship?

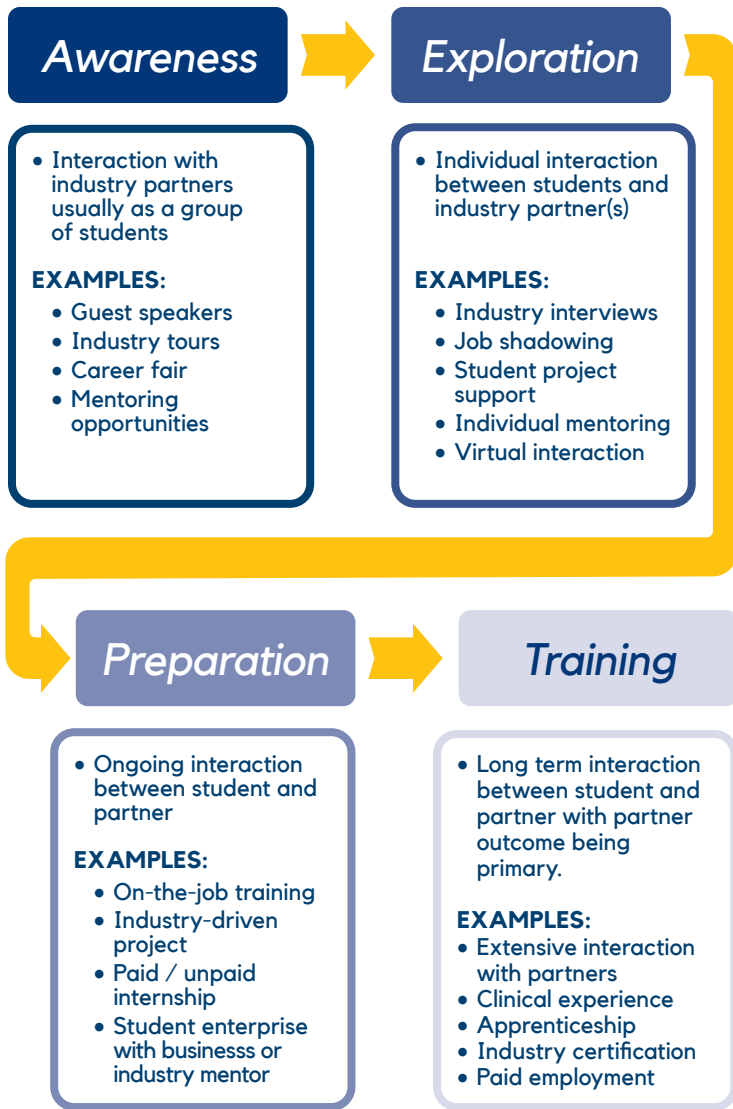
An internship is a highly structured, career preparation activity in which students are placed at a workplace for a defined period of time to participate in and observe work firsthand within a given industry. Internships often allow students to rotate through a number of departments and job functions. They are designed to give students hands-on experience, providing them with a deeper understanding of the occupation and industry. Internships are designed to promote:

- Exploration of a field of interest;
- Exposure to careers and jobs;
- Building occupational knowledge; and
- Building technical skills.

If an internship is unpaid, they are viewed as a volunteer to the company. If an internship is paid, the intern is viewed as a regular employee. Although employment isn't guaranteed at the end of an internship. Work ethics should be work ethic.

Internships are not free labor or an unpaid trial period for a potential employee. Internships must focus on education and/or training experiences that focus on future employee preparation. Essential skills such as communication, collaboration, creativity, teamwork and work ethics should

Continuum of Work-Based Learning Experiences



Invest in Today's Students to Develop Tomorrow's Leaders



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