

2020 - 2021

Santa Barbara Adult Education Consortium: ACTIVITY CHART

YOUR PROGRAM/AGENCY NAME:					
NONCREDIT STUDENT SUPPORT SERVICES AND CAREER RECOVERY PROGRAM CAREER COUNSELOR POSITION					
NO.	OBJECTIVE	ACTIVITY DESCRIPTION	TIMELINE FOR COMPLETION (Month/Year)	PERSON OR AGENCY RESPONSIBLE	OUTCOME
11	<p>As a result of meeting with the NCSSS career counselor, students will be able to:</p> <ul style="list-style-type: none"> - Identify and apply for appropriate educational and job/career opportunities - Register for classes - Upskill through professional certificate programs - Prepare for 2-year or 4-year institutions -Rapidly re-enter the workforce <p>These objectives tie to the following key performance indicators: #1, 2, 3, 4, 5, 6, 7</p>	<p>The career counselor:</p> <ul style="list-style-type: none"> -Analyzes students' educational and professional needs -Refers students for appropriate training -Assists one-on-one with resume- writing, soft skills development, and job interview preparation -Provides students with networking opportunities to assist with internships and jobs 	June 2021	SBCC School of Extended Learning	<p>Data capture methods include monthly Starfish and Argos reports showing students per week, program category, program/class registered, referrals,service provided.</p> <p>Students:</p> <ul style="list-style-type: none"> -Develop basic employment skills with the ultimate goal of employment or career advancement -Identify and exploit the free resources that SBCC and WDP offer -Are referred for upskilling, internships, or jobs to CAEP consortium partners - Transition to credit programs based on individual goals

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