

# WORK EXPERIENCE 12

## LV Rogers Secondary School

This four credit course is designed to enable you to explore careers of your choice and to gain valuable employability skills. It requires a strong commitment to self-initiative and responsibility. You are required to complete 100 hours of volunteer work experience. You may work at one or several placements and complete the hours during school time, after school or on weekends. It is the student's responsibility to keep track of hours worked. Credit will be given to documented hours only.

Up to 20 hours can be credited for previous work provided it is well documented in the Journal format and verified by a supervisor or employer.

You may also find other benefits through work placements such as:

- connections with employers that may lead to future employment.
- learning new skills that enhance your employability.
- practical work experience hours for entrance into some college or university programs
- references for your resume

### Evaluation Outline

Cover letter:	5	
Resume:	5	-these three must be handed in before going out to work
Career Report:	15	
Safety Interview:	5	
Journals and Evaluations:		
(Documented 100 hours)	50	
Thank you letter:	5	
Debriefing: (midterm and end)	10	(in person reporting with your teacher)
Attitude and effort:	<u>5</u>	
Total	100	

**NOTE:** All forms and hand outs are available on line: [www.lvr.sd8.bc.ca/dept\\_work.shtml](http://www.lvr.sd8.bc.ca/dept_work.shtml)

For the course orientation go to any computer in the school and from "my computer" select: public\$ on 'lvr1' and click on Work Experience Video.

**Mr. Veregin** (lveregin@sd8.bc.ca) will be responsible for helping students set up work experience placements and visiting students in the work place. He will attempt to provide you with the best possible experiences in exploring careers, learning employability skills and gaining insights to career opportunities. He will also be responsible for providing marks and report cards for the course. E-mail is a preferred method of communicating if you have difficulty contacting him in person.