

Career Focus

CTE Lab in Business Management and Administration

The Career Focus program offers students a unique opportunity to participate in classes at locations other than Mountain Brook High School. Career Focus classes may be taught on local college/university campuses, at business offices, or at industry locations. Due to the specific demands of this program, student selection is necessary for participation. Transportation is the responsibility of the student.

Career Focus provides an opportunity for a student to choose an area of interest, explore that area in-depth, and demonstrate problem-solving, decision-making and independent learning skills. The student works with his or her coordinating teacher, academic teachers, and with a product or process mentor who has expertise in the student's field of study. At the conclusion of the Career Focus class, the student presents or demonstrates knowledge gained to an audience consisting of the coordinating teacher, academic teachers, the product or process mentor, peers, and/or community and business representatives. Career Focus contributes to an educational plan of challenging courses and practical experiences that prepare students for the workplace or for pursuing further education. Career Focus classes offered at Mountain Brook High School are the following: Equine Science, iLearn, Science Research

***The classes offered each year vary, based on student interest and demand.**

Technical Foundation Skills

1. Explain skills required for success in a specific career.
 - Applying relevant and appropriate business and communication skills in the workplace
 - Identifying opportunities for continuous learning and advancement in the workplace
 - Demonstrating job skills as appropriate to the student's career objective.
2. Demonstrate workplace safety practices.
 - Demonstrating an application and understanding of location safety rules
 - Passing all required or suggested safety assessments
 - Wearing appropriate safety clothing and equipment
3. Relate work-based learning experiences to the student's career objective.
4. Demonstrate skills necessary to obtain a business and industry recognized work-readiness credential.

Ethics and Social Responsibility

5. Apply ethical behavior in the classroom.
 - Critiquing workplace issues, including conflict resolution, attendance, and interpersonal skills

6. Distinguish ethical from unethical actions in the career field.
7. Identify employment laws and regulations.
8. Demonstrate an understanding of, and a willingness to abide by, current acceptable ethical and social rules of conduct.

Career Area Project

9. Create a formal, narrative proposal that communicates a specific concept, process, or product related to a chosen career pathway.
Examples: remodeling a bathroom for the physically handicapped, marketing a product for teenagers, internship for becoming a sous chef, developing a disaster response plan for a hospital emergency room
10. Conduct independent research related to a selected project concept.
Examples: Internet research, related readings, original research
11. Write a detailed report on the chosen project.
 - Demonstrating correct usage of standard writing format
12. Produce an original multimedia presentation based upon project results and an oral presentation to present data, answer questions, or defend the position. Examples: producing a digital presentation and oral explanation, creating a documentary, presenting a project model and explanation