Junior Achievement™

JA Job Shadow | JA Connect Resources

DEAR EDUCATOR AND VOLUNTEER,

Work and Career Readiness

As you implement *JA Job Shadow®*, we want you to be aware of the self-guided, on-demand digital resources available on JA Connect® to enhance and extend student learning. These bite-size learning activities average 5–10 minutes in length, are highly interactive, and are accessible via computer or mobile device at https://connect.ja.org/work-career-readiness. They may be used:

- As pre-program activities to help jump-start conversation.
- To practice concepts during your JA class sessions.
- As a follow-up for extended learning/practice.

Go to connect.ja.org for more activities.

All entry-level resources are available to any user. Intermediate and advanced resources require login (users can access with existing JA login or may self-register). Select the thumbnail image to go directly to the resource.

New resources are added frequently, so check back often. Examples of resources that align with *JA Job Shadow* include the following:

SESSION ONE: FINDING YOUR FUTURE

Match Strengths and Interests to Careers

Entry

Students learn about a personality test that can help them decide what type of job would suit them best and set them on the road to success.

What is Growth Mindset?

Entry

Students learn about growth mindset and how to identify it in themselves and others.

How to Develop a Growth Mindset

Entry

Students explore tips and examples to help them overcome fixed ideas and allow them to grow, learn, and overcome challenges.

What's AI Anyway?

Entry

Students discuss the role AI can play in their own job hunting, and how it is integrated into the operation of prospective employers.

SESSION TWO: CAREER EXPLORATION & INFORMATIONAL INTERVIEWS

Informational Interviews

Entry

Students learn about the benefits of informational interviews and get tips on how to get the most of an interview they've set up.

Setting Up Informational Interviews

Intermediate

Students learn how to conduct an informational interview, including tips for finding and contacting people in their field of interest, setting up meetings, and appropriate responses.

Preparing for Informational Interviews

Entry

Students explore the kinds of information they can ask for and create a list of questions they can print out and use in a real informational interview situation.

SESSION THREE: SITE VISIT

Note Taking for Informational Interviews

Advanced

Students learn about the best ways to take notes during an informational interview and put what they learn into practice.

Reflecting on Informational Interviews

Advanced

Students explore important questions to reflect on after an informational interview.

Make the Match

Entry

Students discover some key factors to consider when choosing among job offers through an interactive game.

SESSION FOUR: SITE VISIT REFLECTION

Collecting Evidence of Transferable Skills

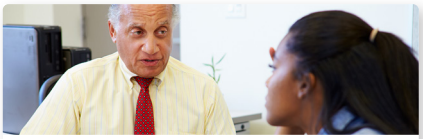
Entry

Students learn to identify and describe "transferable" skills that will help them land a job.

Crafting Your Resume

Entry

Students learn how to recognize key features of a resume and explore resume formatting options.

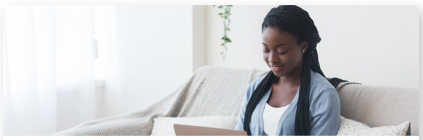


Preparing to Talk About Yourself

Advanced

Students learn why interviewers ask questions like, "Tell me about yourself," and prepare to answer them by telling stories that highlight their strengths.

SESSION FOUR: SITE VISIT REFLECTION (CONTINUED)



Effective Profile Statements

Intermediate

Students explore what makes great formal and informal profile statements and then craft their own versions.

SESSION FIVE: INTERVIEWING FOR A JOB

Understanding Interviewing

Entry

Students learn how interviews work and discover how they can benefit from the job interview process.

Preparing for a Winning Interview

Entry

Students learn nine tips to ace a job interview.

Dressing for Interviews

Entry

Students learn three different ways of dressing for an interview and discover how appearance impacts their chances for landing the job.

Owning the Interview

Intermediate

Students learn key tips for rocking a job interview and then decide whose interview styles are most likely to win the job in this game-style activity.

SESSION SIX: JOB SHADOW PREP

Interview Etiquette

Entry

Students learn how to prepare for an interview, positively present themselves when they walk in, and answer questions appropriately.

What is Collaboration?

Entry

Students explore different situations in which teamwork is the key to success.

The Brain of AI

Entry

Students correlate AI functions to the processing of job applications and resumes prior to reaching employers.

AI Bias

Entry

Students discuss how AI systems can misinterpret material in job applications and resumes and how to head off misinterpretation.

AI: Your Career Ally

Intermediate

Students explore how AI can be used in their own job searches, resume optimization, and career planning.

Fact-Checking AI Outputs

Intermediate

Students learn effective strategies to fact-check and verify AI-generated content.

SESSION SEVEN: JOB SHADOW EXPERIENCE

How Collaboration Works

Intermediate

Students learn the five stages of collaboration, how each functions, and why they are all important to the collaborative process.

Effective Team Behavior

Intermediate

Students observe and make recommendations about which employees have the traits they need to support collaboration, resolve conflicts, and lead by example.

SESSION EIGHT: JOB SHADOW REFLECTION & CAREER PLANNING

Responding to Failure

Intermediate

Students discover tips and techniques for responding positively to failure.

The Everyday Genius of AI

Entry

Students discover the hidden ways AI powers everyday tools and technologies in their lives.

AI Talk Made Easy

Entry

Students learn the basics of communicating with AI tools to get clear and helpful responses.

Perfecting Prompts

Intermediate

Students learn techniques for crafting precise prompts to guide AI tools effectively.