

# PARTNER PREPARATION GUIDE

### SKILLS WORKSHOP

### **ABOUT THIS ACTIVITY**

Skills workshops elevate the traditional guest speaker experience by having professionals lead a session with students to help them develop certain career readiness or technical skills during their time together. The speaker shares their career journey and then has students complete a hands-on activity. For example, a social marketing expert could have students create a sample campaign for a product. Skills workshops can also focus more on skills like how to use Outlook calendars.



### HOW THIS ACTIVITY IMPACTS STUDENTS

Through NAF's <u>Outcomes-Driven Work-Based Learning approach</u>, students will be able to identify their careers of interest, map a plan to reach their goals, master <u>Future Ready Skills</u> they need to be successful, and make connections with partners like you who can help them navigate their path forward.

Skills workshop events typically impact students in the following ways:





SKILLS LIKELY



## **BEFORE THE ACTIVITY**

### Prepare what you will discuss with students

- Your career path, education, and/or training
- · How Future Ready Skills are used in your profession
- Your industry and company, career options, and required education and/or training
- Actions students can take during high school to prepare them for this career

### Plan the activity you will have students complete

- Create an activity that will help students build one or more of the <u>Future Ready Skills</u>
- Having a slide deck is optional (you can expand the <u>Guest Speaker slide deck template</u> to include the activity)

### **Confirm logistics**

- · Date/time/location
- If in-person: Parking instructions, check-in process
- If virtual: Platform being used, log-in link

## DAY OF THE ACTIVITY

#### **In Person**

A student, educator, or staff member will meet you at the front desk and escort you to the room where you will be speaking.

#### **Virtual**

You should receive the login link in advance (might be Zoom, Teams, or another platform). Plan to log in a few minutes early to test your system.

### AFTER THE ACTIVITY

- Share any feedback with the educator/point person at the academy
- · Reflect on your experience
- Consider additional ways you might want to be involved in the future