

# Co-Operative Education Teachers

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# Co-operative Education

- ▶ **Students must be 16 years and older, in grade 11 or 12**
- ▶ **Co-op includes the course GLN 40 – Navigating the Workplace**
  - All students attend a 2-period class every Monday during the semester (period 3bc and 4)
- ▶ **Co-op Out of Class – Hours at the Workplace**
  - every Tuesday to Friday students work:
    - ▶ 4 hours per day for 2 Credit co-op or
    - ▶ 6 hours per day for 3 Credit co-op or
    - ▶ 8 hours per day for 4 Credit co-op

# Pre-placement

- ▶ First 3 weeks of the semester, all students attend class (period 3bc,4) each day to learn:
  - Health and Safety
  - Resume and interview strategies
  - Essential workplace skills
  - Self-assessment questionnaires
  - Human Rights legislation
  - Employment, Union and Labour law
  - Ethics and Confidentiality

# GLN – Navigating the Workplace

- ▶ A one-credit course provides opportunities to develop workplace skills and habits, explore occupations and educational requirements, and examine importance of continuous learning. Units include:

- Where am I now?
- Where do I want to go?
- How do I get there?
- Moving On

In the context of the student discerning their Christian vocation.

# Workplace Component

- ▶ Students develop a PPLP (Personal Placement Learning Plan)
- ▶ Workplace must cover certain general skills and accomplishments
- ▶ Number of credits earned depends on the number of hours worked per day
  - 2 credits = 4 hour workday
  - 3 credits = 6 hour workday
  - 4 credits = 8 hour workday

# What's a Placement?

- ▶ A placement is the company, business or organization that accepts a co-op student
- ▶ Students are not paid for their work – they earn credits instead
- ▶ Some placements are found by the student
- ▶ Some are from our previous contacts
- ▶ Some are found through the yellow pages
- ▶ Co-op teachers conduct a “Placement Assessment Survey” to ascertain the suitability of the workplace

# Teacher Monitoring

- ▶ Throughout the semester, their co-op teacher visits and phones the workplace for a variety of reasons:
  - Check on student progress
  - Watch a task performed by the student
  - Discuss progress with student and employer
  - Collect work not handed in

# Career Fair – 20% of final mark

- ▶ Held in the library from 9:30 – 1:30
- ▶ All co-op students prepare a Career Fair display board and demonstrate a workplace skill
- ▶ Employers, students, staff and parents are invited to see what the co-op students have been doing during the semester
- ▶ Teachers bring their classes to the fair– or students can attend on their lunch

# Co-op Differences

<u>2 Credit</u>	<u>3 Credit</u>	<u>4 Credit</u>
Can take 2 other morning classes GLN class Mondays	Can take one or no other class GLN class Mondays	No other classes GLN class Mondays
<b>4 Hours of Work</b>	<b>6 Hours Work</b>	<b>8 Hours Work</b>
Can earn 3 credits in total with GLN	Can earn 4 credits in total with GLN	Can earn 5 credits in total with GLN

# Co-op Program

- ▶ Students receive a Certificate upon completion
- ▶ Employers are very supportive of the program
- ▶ Want dedicated and committed students
- ▶ Credits now count towards the required Options
- ▶ Can take co-op more than one time (unlimited)
- ▶ Some of the O-level credits may be recognized by college or university

# Co-op Success Stories

- ▶ A comment from an employer of a student who had failed more than one course before entering co-op:
  - “always on time, very polite and communicates well with my team and with customers. He works well and now does work without being told. He is a pleasure to work with and a true asset.”

# More co-op success stories

## ► Reflections from a student:

- "...co-op has helped with my maturity. The expectations that are placed on myself and by others have allowed me to be a stronger and mature student at school. Ever since co-op started, I feel that my feelings and actions have changed in a positive matter at both school and work."