



Free Online Resources for **Career-Focused Program Design**

Accelerating Opportunity Virtual Academy

<http://acceleratingopportunity.org/virtualacademy/about>

Includes a Field Guide for developing integrated educational pathways that combine career/technical education with basic skills instruction.

Alliance for Quality Career Pathways

<http://www.clasp.org/issues/postsecondary/pages/aqcp-framework-version-1-0#sthash.8EhYXd2H.dpuf>

A CLASP initiative to help state, local, and regional partnerships strengthen their career pathway systems.

Career Pathways Exchange

<http://lincs.ed.gov/programs/movingpathways>

A free information service that consolidates and distributes career pathways-related resources, events, and information from federal and state agencies and partner organizations.

Career Pathways Toolkit : Six Elements for Success

<http://www.workforceinfodb.org/PDF/CareerPathwaysToolkit2011.pdf>

US Department of Labor's guide to building a systemic approach to career pathways.

Creating a Successful Bridge Program

http://www.iccb.org/pdf/shiftinggears/iccb_2012bridgeguide_web_rev_oct2012.pdf

A How-to Guide containing Bridge Program core elements and planning tools.

Employability Skills Framework

<http://cte.ed.gov/employabilityskills/>

The Framework is comprised of nine key skills, organized in three broad categories: Applied Knowledge, Effective Relationships, and Workplace Skills.

Funding Career Pathways and Career Pathway Bridges: Federal Funding Toolkit

http://www.clasp.org/resources-and-publications/files/CPToolkit2012_V1R4.pdf

How to Build Bridge Programs that Fit into a Career Pathway: A Step-by-Step Guide Based on the Carreras en Salud Program in Chicago

<https://lincs.ed.gov/professional-development/resource-collections/profile-249>

I-BEST http://www.sbctc.ctc.edu/college/e_integratedbasiceducationandskillstraining.aspx

Washington's I-BEST is a nationally recognized career pathways model.

LINCS Resource Collection

<https://lincs.ed.gov/>

The Career Pathways collection includes resources that address a variety of related topics. Adult Career Pathways Newsletters and webcasts highlight effective practices <http://lincs.ed.gov/programs/acp>.

National College Transition Network

<http://collegetransition.org/home.html>

Resource materials for career pathways program design and implementation.

Pennsylvania Adult Education Resource for Career Pathways

<http://www.paadultedresources.org/program-resources.html> .

Includes action planning guide, curriculum and advising resources, and career pathway templates.

Skilled Immigrants

Migration Policy Institute's analysis of the employment pathways that skilled immigrants are taking.

<http://www.migrationpolicy.org/research/uneven-progress-employment-pathways-skilled-immigrants-united-states>

Strategic Employer Engagement

<http://commcorp.org/resources/documents/Employer%20Engagement%20Guide%2004.2013.pdf>

This guide is geared towards workforce development programs engaging employers in providing youth internship opportunities.

Texas Center for the Advancement of Literacy and Learning (TCALL)

<http://www-tcall.tamu.edu/transitions.html>

Contextualization Toolkit for Instructors (and a companion guide for Program Managers)

Counseling to Careers Toolkit to guide labor market research, employer engagement, and career pathway development.

The Transitions Integration Framework (TIF)

<https://lincs.ed.gov/professional-development/resource-collections/profile-763>

This framework was designed to provide guidance to adult basic education programs and instructors on the effective integration of transitions skills into ABE and ESL instruction.

PROFESSIONAL DEVELOPMENT

College and Career Pathways Institute at LaGuardia Community College

<http://www.laguardia.cuny.edu/ccpi/>

A campus-based demonstration site that pilots new and innovative curricula and program models to effectively prepare out-of-school youth and adult students to become college and career ready.

Online Courses

<http://elearningpd.worlded.org/>

Free self-paced professional development courses on Team Teaching Models and Practice and the Role of the College and Career Navigator. Facilitated fee-based courses are available on a variety of elements of college and career readiness, including teaching college level math and integrating career awareness.

LINCS Learning Portal

<https://courses.lincs.ed.gov/1/>

Free self-paced online courses on a variety of topics, such as Designing Contextualized Instruction and Engaging Employers in Career Pathways.



WORLD EDUCATION

Free Online **Curriculum Resources** for Career-Focused ESOL



Intro to Accounting is a listing of free online resources to help ESOL students preparing to return to work in the accounting or financial services field. <http://introtoaccounting.wikispaces.com/>

Building Basics ESOL Toolkit for General Construction, Landscaping, Painting, and Plumbing Curriculum prepares ELLs who work in general construction, landscaping, painting, and plumbing, to use the appropriate vocabulary for the profession as well as gain a broader knowledge base in these four areas. <http://www.valrc.org/resources/buildingbasics/index.html>

Child Development Career Pathways Bridge Prep is a 15+ hour child development curriculum that contains instructional and support materials that build English language, technology, and soft skills within career-specific units of instruction. <https://lincs.ed.gov/professional-development/resource-collections/profile-644>

En Camino: On Our Way are lessons for ESOL or ABE/HSE adult education classes at all levels of proficiency to promote successful pathways into post-secondary education for non-traditional students and their families. <http://encaminolessons.wikispaces.com/>

English Health Train curriculum is aimed at improving the English skills, career potential, and confidence of immigrants trained as health care professionals in their own country or interested in entering the health care field. <http://welcomebackinitiative.org/englishhealthtrain.org>

English for My Job website contains exercises and quizzes for the hospitality industry. http://www.englishformyjob.com/ell_foodandbeverage.html

Hotel T.E.A.C.H. (Teaching English and Careers in Hospitality) Curriculum addresses the needs of immigrant adults employed in “back of the house” jobs in hotels. http://www.lagcc.cuny.edu/ciet/work_HT_Cur.html

Integrating Career Awareness in the ABE & ESOL Classroom Guide is a ready-to-use, flexible curriculum that prepares adult educators to incorporate career awareness and planning into their instructional and counseling activities. The lessons and handouts can be adapted for a range of students and skill levels. <http://www.collegetransition.org/publications.icacurriculum.html>

Kitchen Help curriculum covers: Safety, Loading and Unloading the Dishwasher, Counting and Patterns, The Condiment Station; Sorting and Storing Food, Setting Temperatures; Burners and Ovens, Measuring Ingredients. <http://www.floridaliteracy.org/FLCPDF/Kitchen%20Help/Bridging%20the%20Gap%20Kitchen%20Help.pdf>

The Life Skills, College, and Career Readiness Guide for ESOL Learners Guide provides classroom learning activities, at all ESOL levels that replicate the kinds of complex tasks that students will encounter at workplaces or in college classrooms. <http://www.collegetransition.org/resources/webinars.wioa2.html>

The Right to Work: Understanding Immigrant Employment Rights, A Workbook for ESOL Classes assists ESOL students at beginner or intermediate levels with recognizing employment discrimination while improving their language proficiency skills related to job acquisition, retention, and advancement. <http://www.nyc.gov/html/cchr/html/publications/right-to-work.shtml>

Workplace Health and Safety ESOL Curriculum uses learner-centered activities that engage students in discussion, elicit and build on their experiences and encourage critical analysis and strategies. <http://www.umass.edu/roundtable/projects/Health-Safety-ESOL.pdf>