

BALTIMORE COUNTY PUBLIC SCHOOLS

Extra Duty Activity (EDA)

Name of EDA:	Supervised Occupational Exploration Program (SOEP)
School Level:	High

Description of Activity: The SOEP provides students with information and skills to help them prepare for the transition into the work world. The SOEP helps students identify and use the knowledge and skills learned in their school’s academic program to be successful in the work world. Students learn about a broad spectrum of careers and how their interests, personalities, and preferences relate to a chosen career field. The identification of a career choice will enable students, parents, and educators to select courses that will best prepare them for that career field of study.

Under the direction of the principal, the (SOEP) sponsor plans and coordinates occupational exploration experiences for students. These experiences include, but are not limited to: job shadowing; participating in mock interviews, internships, and other work-related experiences; attending meetings to hear career speakers; going on career-related field trips, and participating in other related supervised occupational exploration experiences.

Link to the Blueprint for Progress: The SOEP supports the *Blueprint for Progress* by supporting the system’s mission to provide a quality education for all students. SOEP assists in meeting the *Blueprint’s* Performance Goal 6, Indicator 6.3, Strategy h, by involving parents/guardians, faculty, students, and community business partners in a joint effort to link in-school academic learning to real-world application. Students and faculty will experience the real application in the work world to the academic knowledge and skills acquired in school.

Examples of Specific Duties of this EDA Sponsor	Estimated Hours
<p>Preparation and Planning</p> <ul style="list-style-type: none"> • Develops a business partners’ advisory council for the school • Develops a program of work in concert with administration, faculty, students, and advisory council • Arranges a calendar of occupational experiences for the year • Coordinates the planned occupational experiences for the year with administration, faculty, students, and advisory council • Assists faculty and business partners in linking the academic skills to the real-world expectations of workers 	50 – 60
<p>Typical Events</p> <ul style="list-style-type: none"> • Plans for representatives from the business community to conduct student mock interviews • Plans career field trips with community businesses 	90 – 100

- Plans student job shadowing experiences with community businesses
- Plans student short-and long-term internships and work experiences with community businesses
- Assists faculty with identifying links between course indicators and real-world applications
- Coordinates with community businesses and faculty for appropriate career speakers

Other EDA Duties

5 – 10

- Coordinate the SOEP experiences with the principal's school improvement plan

Estimated Annual Hours that a Teacher Might Spend to Sponsor this EDA: 145 – 170

Minimum Number of Students Required: 20

Annual Compensation

SOEP is a Level II activity.