

# ADULT EDUCATION CAREER PATHWAY LEVEL SKILLS



## ALL LEVELS SHOULD INCLUDE

- ❖ Technology Skills using Advisory Council Checklist (attached, in alignment with ISTE standards)
- ❖ Career Development (including, but not limited to workplace language, career readiness and soft skills such as decision making, problem solving, communication, motivation, grit, resiliency and reasoning-see attached)
- ❖ Transition/Support Services (including but not limited to referrals, individualized advisement and tutoring)

## FOUNDATION LEVEL ABE (1.0-3.9) AND ESL (1-2)

Upon completion of this level students could enter a career path with access to unskilled jobs or seek additional training. Instruction at this level should include the following:

- ❖ Basic Skills including reading, writing, numeracy and oral communication skills aligned with Common Core Standards and appropriate Content Standards
- ❖ Basic Level technology skills using Advisory Council Checklist (attached, in alignment with ISTE standards)
- ❖ Career Development including goal setting, introduction to soft skills as career skills, world of work and survival skills
- ❖ Transition/Support Services

## INTERMEDIATE LEVEL ABE (4.0-5.9) AND ESL (3-4)

Upon completion of this level students could enter a career path with access to unskilled jobs or seek additional training. Instruction at this level builds upon elements outlined in the Foundation Level. Students who enter at this level should receive instruction in Technology and Career Development from the previous level in addition to:

- ❖ Intermediate basic skills including reading, writing numeracy and oral communication aligned with Common core Standards and appropriate Content Standards
- ❖ Development of individualized Academic Plans
- ❖ Intermediate Level technology skills using Advisory Council Checklist (attached, in alignment with ISTE standards)
- ❖ Career Development including development of career plans, career awareness, career exploration and job readiness skills and introduction of Career Cluster Essential Knowledge and Skills Statements in instruction (attached)
- ❖ Transition/Support Services

Find more information online at

[icpsp.illinoisstate.edu/illinois-career-and-technical-education-professional-development-center/transitions-academy](https://icpsp.illinoisstate.edu/illinois-career-and-technical-education-professional-development-center/transitions-academy)

## **BRIDGE 1 LEVEL** ABE (6.0-8.9) AND ESL (5-6)

Upon completion of this level students could enter a career path with access to unskilled to semi-skilled jobs, seek additional training or advance to Bridge Level 2. Instruction at this level builds upon elements outlined in the Intermediate Level. Students entering at this level should receive instruction in Technology and Career Development from the previous level in addition to:

- ❖ Foundations for GED/Prep for Computer-Based Test
- ❖ Workplace contextualized instruction in reading, writing, numeracy and oral communication
- ❖ Online instruction (iPathways)
- ❖ Advanced Level technology skills using Advisory Council Checklist (attached, in alignment with ISTE standards)
- ❖ Career Development including use of Career Cluster Essential Knowledge and Skills Statements in instruction, job skills and career interest inventories, build IL WorkNet profile, college entrance exam (COMPASS/ACCUPLACER), revisit/reevaluate/update academic and career plans
- ❖ Transition/Support Services
- ❖ Upon completion, advance to Bridge 2

## **SECONDARY COMPLETION LEVEL** ABE (9.0-12.9) AND ESL (6)

Upon completion of this level students could enter a career path with access to unskilled to semi-skilled jobs, seek additional training, enter an integrated model or enter college. Instruction at this level builds upon elements outlined in the Intermediate Level. Students entering at this level should receive instruction in Technology and Career Development from that level in addition to:

- ❖ Higher level instruction aligned with the Common Core Standards and appropriate Content Standards
- ❖ High School Equivalency completion/High School diploma completion
- ❖ Computer-based testing
- ❖ Distance learning opportunities and online instruction (iPathways)
- ❖ Advanced Level technology skills using Advisory Council Checklist (attached, in alignment with ISTE standards)
- ❖ College Success Courses
- ❖ Research skills
- ❖ Career Development including use of Career Cluster Essential Knowledge and Skills Statements in instruction, job skills and interest inventories, build IL WorkNet profile, college entrance exam (COMPASS/ACCUPLACER), revisit/reevaluate/update academic and career plans
- ❖ Transition/Support Services

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## **BRIDGE 2 LEVEL** ABE (9.0-12.9) AND ESL (6)

Upon completion of this level students could enter a career path with access to unskilled, semi-skilled or entry level jobs. In addition, students could seek additional training, enter an integrated model or enter college. Instruction at this level builds upon elements outlined in the Bridge 1 Level. Students entering at this level should receive instruction in Technology and Career Development from that level in addition to:

- ❖ College Success Courses (Advisory Council Transition Course)
- ❖ Computer-based testing
- ❖ High School Equivalency completion
- ❖ Contextualized instruction with a Specific Career Pathway focus
- ❖ Distance learning opportunities and online instruction (iPathways)
- ❖ Research skills
- ❖ Advanced Level technology skills using Advisory Council Checklist (attached, in alignment with ISTE standards)
- ❖ Career Development including job shadowing, mentoring, connection of soft skills to career skills and Career Cluster Specific Knowledge and Skills of Bridge focus area
- ❖ Transition/Support Services

## **INTEGRATED MODEL LEVEL** ABE (9.0-12.9) AND ESL (6)

Upon completion of this level students could enter a career path with access to an entry level skilled job or entry level technician job. In addition, students could seek additional training or enter college. Instruction at this level builds upon Bridge 1, Bridge 2 and Secondary Completion levels. Instruction at this level should include:

- ❖ Career Pathway focus on a specific CTE occupation that provides an industry-recognized credential/certificate (i.e., medical assistant, welding)
- ❖ Integrated instruction in the Career Pathway provided by a CTE instructor and Basic Skills provided by an Adult Education instructor, either done as Team Teaching or support course
- ❖ High School Equivalency completion
- ❖ Curriculum aligned with industry-recognized credentials/certificates with an emphasis on employer engagement, Adult Education support classes, integrated instruction with team teaching and lab work as required
- ❖ Intensive Career Development including employability skills, labs, CTE Programs of Study training, on-the-job training where applicable, job shadowing and internships/apprenticeships where applicable
- ❖ Advanced Level technology skills using Advisory Council Checklist (attached, in alignment with ISTE standards)
- ❖ Transition/Support Services

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# CREATING PATHWAYS FOR ADULTS

