

## DEAR EDUCATOR AND VOLUNTEER,

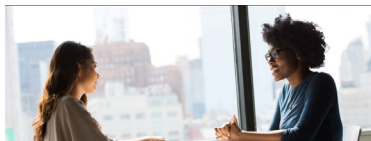
As you implement *JA Career Success* (Blended), we want you to be aware of new, self-guided, on-demand digital resources available to enhance and extend student learning. These bite-size learning activities average 5–10 minutes in length, are highly interactive, and are accessible via computer or mobile device at <https://connect.ja.org/work-career-readiness>. They may be used:

- As pre-program activities to help jump-start conversation.
- To practice concepts during your JA class sessions.
- As a follow-up for extended learning/practice.

All basic-level resources are available to any user. Intermediate and advanced resources require login (users can access with existing JA login or may self-register). Select the thumbnail image to go directly to the resource.

New resources are added frequently, so check back often. Resources that align with *JA Career Success* (Blended), including those found in the Educator Overviews, are:

## WELCOME TO THE WORKPLACE



### Understanding Interviewing

- Basic
  - ✓ Career Development
  - ✓ Engaging Communication
  - ✓ Cultural Agility
  - ✓ Interpersonal Skills

## WORKPLACE DECISION MAKING



### Tools for Decision Making

- Basic
  - ✓ Decision Making



### Responding to Failure

- Intermediate
  - ✓ Critical & Analytical Thinking
  - ✓ Creativity
  - ✓ Self-Direction
  - ✓ Problem Solving
  - ✓ Career Development



### Weighted Pros and Cons Decision Making

- Intermediate
  - ✓ Decision Making



### Strategic Planning Decision Making

- Intermediate
  - ✓ Decision Making



### PACED Decision Making

- Intermediate
  - ✓ Decision Making



Work and  
Career Readiness



Go to [connect.ja.org](https://connect.ja.org)  
for more activities.

## WORK SMART: PLANNING AND REMOTE COLLABORATION



### What Is Collaboration?

- ■ ■ Basic
- ✓ Collaboration



### Effective Remote Collaboration

- ■ ■ Intermediate
- ✓ Collaboration



### Responding to Failure

- ■ ■ Intermediate
- ✓ Critical & Analytical Thinking
- ✓ Creativity
- ✓ Self-Direction
- ✓ Problem Solving
- ✓ Career Development

## CONFLICT RESOLUTION IN THE WORKPLACE



### Tips for Handling Conflict

- ■ ■ Basic
- ✓ Engaging Communication
- ✓ Problem Solving
- ✓ Interpersonal Skills



### Win-Win Conflict Resolution

- ■ ■ Basic
- ✓ Engaging Communication
- ✓ Problem Solving
- ✓ Interpersonal Skills



### Expert Guidance: Conflict Management

- ■ ■ Basic
- ✓ Engaging Communication
- ✓ Problem Solving
- ✓ Interpersonal Skills



### You're The Boss: Conflict Resolution

- ■ ■ Intermediate
- ✓ Engaging Communication
- ✓ Problem Solving
- ✓ Interpersonal Skills



### Selecting the Right Conflict Resolution Model

- ■ ■ Intermediate
- ✓ Engaging Communication
- ✓ Problem Solving
- ✓ Interpersonal Skills



### A Positive Look at Conflict

- ■ ■ Intermediate
- ✓ Engaging Communication
- ✓ Problem Solving
- ✓ Interpersonal Skills

## WORKPLACE CREATIVITY



### What is a Growth Mindset?

- ■ ■ Basic
- ✓ Creativity
- ✓ Critical & Analytical Thinking



### How to Develop a Growth Mindset

- ■ ■ Basic
- ✓ Critical & Analytical Thinking
- ✓ Creativity




### Responding to Failure

- ■ ■ Intermediate
- ✓ Critical & Analytical Thinking
- ✓ Creativity
- ✓ Self-Direction
- ✓ Problem Solving
- ✓ Career Development

## SOLVING WORK PROBLEMS




### What Is Collaboration?

-  Basic
- ✓ Collaboration




### The Other Side of Conflict

-  Basic
- ✓ Engaging Communication
- ✓ Problem Solving
- ✓ Interpersonal Skills

## CRISIS MANAGEMENT




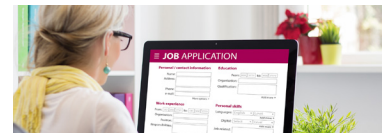
### How to Develop a Growth Mindset

-  Basic
- ✓ Critical & Analytical Thinking
- ✓ Creativity




### Effective Team Behavior

-  Intermediate
- ✓ Collaboration



### Online Applications

-  Intermediate
- ✓ Engaging Communication
- ✓ Decision Making
- ✓ Career Development



### Crafting Your Resume

-  Advanced
- ✓ Career Development