

Sample SkillsUSA Calendar

Career technical education and SkillsUSA exist because we believe every student deserves career success. It's that simple. We're in the business of ensuring students are ready to excel in the workplace and as leaders of their communities. It's an awesome responsibility, but one to embrace because it defines our legacy of positively influencing student lives and supporting our nation's economic future.

What do students need for career readiness? We believe the answer resides in the SkillsUSA framework for developing personal, workplace and technical skills. This trifecta of student success centers on industry demand and builds the foundation for relevant and intentional student learning and leadership development. Innovative programming, quality instruction, and industry partnerships focus on equipping students with the necessary leadership, technical, communicating and management skills to succeed at work and in life. When it all comes together, students have the opportunity to explore and experience high-demand, high-skilled, high-wage careers. And voila! Together, we address the skilled labor shortage while placing our members on a pathway to a better life.

Creating activities that correlate to the framework will seamlessly integrate into your chapter program of work. These activities should reflect student interests and be suitable for students at all levels within your program. Following are a few ideas to show you how simple this process can be.

Personal Skills

The purpose of this component is to encourage students to develop essential values, personality traits, and personal characteristics that contribute to success in life.

Examples:

- Leadership conferences
- Public speaking experiences
- Team and individual leadership competitions
- Volunteerism-President's Volunteer Service Award
- State and national skills conferences
- Personal wellness and image campaign
- Student2Student mentoring program

- Personality and strengths assessments
- Social activities
- **Resolute: Ethics at Work** workshop for students on campus
- Teacher and administrator appreciation breakfast
- New member welcome and orientation
- Beginning of the year open house
- Local delegate training for state conference
- Officers lead **Quotes to Results** workshop at chapter meeting and use **Results to Honor Cards** for building self-esteem in chapter members

Workplace Skills

The purpose of this component is to encourage students to develop essential attitudes and abilities for success in the workplace.

Examples:

- Development of chapter budgets
- Guest speakers
- Career day
- Chapter officer leadership retreats
- Member entrepreneurship programs
- Cultural awareness and diversity programs
- Business appreciation and recognition
- Mock interviews and résumé writing workshop
- Host a teambuilding activities day for other campus organizations
- Middle school orientation
- Board of education presentation
- Dress for success workshop or fashion show
- Fundraising
- Officer induction
- End of the year banquet
- Committee structure to plan and organize chapter activities

Technical Skills

The purpose of this component is to encourage students to develop essential knowledge and competencies for specific job success.

Examples:

- Exploration of career pathways
- Career tours
- Use of technical skills in championships

- In-class skills demonstrations
- Service projects (Cosmetology Tuesday at a homeless shelter or Auto Service Saturday)
- Manage a concession stand or school store
- Job shadow
- Industry professional guest speaker to discuss planning and managing your career path
- Facilitate workshop about technical skills learned in a class for elementary or middle school students
- Provide a service based upon a technical trade area to single parent or military service personnel
- Software update workshop
- Industry professional to demonstrate new technology or workplace trends
- Chapter member serves on CTE advisory board and reports back to chapter
- Work with a local continuing care community to teach patrons how to use the internet and social media
- Customer service training
- Safety demonstration for school during National Safety Week

A sample list of activities that might be held during the school year, month by month have been included on the calendar below. Chapter members can plan as many activities as they desire. The level of activity depends on the interest of the members, the size of the chapter and the amount of time available.

<p>September</p> <ul style="list-style-type: none"> • Organize the chapter • Hold a SkillsUSA kickoff event • Elect chapter officers • Collect SkillsUSA dues • Have first chapter meeting • Start the PDP curriculum 	<p>October</p> <ul style="list-style-type: none"> • Conduct a fundraiser • Attend a state fall leadership event • Install/train chapter officers • Form committees, establish a budget and develop a program of work • Hold meeting with a guest speaker on professional development 	<p>November</p> <ul style="list-style-type: none"> • Distribute <i>SkillsUSA Champions</i> magazine and discuss in class • Submit membership additions to SkillsUSA by Nov. 15 • Learn/practice the SkillsUSA Opening and Closing Ceremonies • Hold a chapter meeting • Conduct a chapter activity 	<p>December</p> <ul style="list-style-type: none"> • Hold a chapter meeting • Conduct a community service project • Conduct a holiday party or other social activity • Register and begin to prepare for upcoming competitive events
<p>January</p> <ul style="list-style-type: none"> • Conduct a local-level SkillsUSA Championships in your classroom • Distribute <i>SkillsUSA Champions</i> magazine and discuss in class • Hold a chapter meeting • Hold an open house or another activity 	<p>February</p> <ul style="list-style-type: none"> • Distribute <i>SkillsUSA Champions</i> magazine and discuss in class • Submit any remaining SkillsUSA membership by the state deadline • Hold a chapter meeting • Register for district or regional SkillsUSA competitions • Run for district/state office 	<p>March</p> <ul style="list-style-type: none"> • Distribute <i>SkillsUSA Champions</i> magazine and discuss in class • Coordinate public relations efforts to promote chapter activities • Hold a program open house and invite parents and industry partners 	<p>April</p> <ul style="list-style-type: none"> • Complete PDP levels • Conduct a fundraiser • Hold a chapter meeting • Attend state skills conference • Hold a goodwill tour to visit local companies and seek support
<p>May</p> <ul style="list-style-type: none"> • Hold a chapter meeting • Distribute <i>SkillsUSA Champions</i> magazine and discuss in class • Plan an end-of-year banquet • Evaluate activities that were conducted during the school year 	<p>June</p> <ul style="list-style-type: none"> • Attend the SkillsUSA national conference if eligible 	<p>July</p> <ul style="list-style-type: none"> • Send photos of results of national conference to local media • Attend summer training/camps • Plan for next school year 	<p>August</p> <ul style="list-style-type: none"> • Plan for fall activities