

## **Newaygo County Career-Tech Center**

### **Capstone Work-Based Learning (paid)**

#### **Definition**

Capstone Work-Based Learning is an approach to learning that combines in-school classroom training with supervised, part-time employment related to a student's training and career goals.

#### **Goals**

- Capstone experiences are designed to: Provide an experience where the student can practice skills developed in a career-technical education program.
- Allow students to make the transition from school-to-work in a supervised and controlled setting.
- Help students to develop interpersonal relationship skills, good work habits and attitudes, and proficiency in decision-making ability.

#### **Employer Benefits**

- Student workers with entry-level skills, motivation, and willingness to learn.
- CTC Placement Staff provide assistance and supervision to ensure a successful experience.
- Capstone students receive job-related instruction in the career-tech classroom.
- No unemployment benefits need to be paid
- An opportunity to assist in training today's youth to your standards.

#### **Employer Responsibilities**

- Provide supervised, part-time employment related to the students training.
- Be involved in the training of students to help him/her reach career goals.
- Evaluate the capstone student at intervals.
- Schedule and verify student attendance and work hours.
- Provide a meaningful and safe work environment.
- Pay a fair and equitable wage in relation to student's skill and experience.

#### **Program Features**

- Capstone is an extension of the career-tech classroom.
- It is conducted under a Training Agreement which is a legal work permit.
- Can take place during regular class hours, after school, or on weekends.
- CTC staff is responsible for monitoring and coordinating the experience.
- Students must attend career-tech class at least one day per week.