

Session 5
First Impressions: Resumes, Applications and Interviews

Goals

- Students will recognize the lasting effect of first impressions
- Students will demonstrate the ability to recognize an acceptable resume and job application
- Students will understand the behaviors such as punctuality, courtesy, proper dress, language and hard work are essential to success in the job market.
- To demonstrate employability skills such as individual initiative, organization and communication

Materials

Activity 2
Activity 3
Activity4
Worksheet 1
Worksheet 2

Procedure

Greet the students. Wait until the students are seated and quiet. Briefly describe the goals of today's lesson. Reintroduce yourself to the students if necessary.

Script

First impressions are lasting impressions. A resume or application is a wonderful opportunity to impress a potential employer. Your resume or application should make the reader want to get to know you better. An employer is looking for responsible, flexible people, who are able to multi-task and follow instructions well.

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Activity 1: The Application

Read the McDonald's job application found in Worksheet 1. This application was submitted by a 17 year old male. What advice would you give to him to improve his application? Read Greg's responses carefully. Take note of each inappropriate response.

Write more acceptable responses on Worksheet 1. Be prepared to share your responses with the class.

Activity 2: The Interview

Divide the class into groups of 3 or 4. Have the students practice giving an admission interview into the 8th grade class at Chandler Middle School. Use the checklist found in Worksheet 1 to rate the interviewee. Each student should have the opportunity to have their classmates interview them for a position.

Choose from the scenarios listed below. Put your best foot forward.

Activity 3: Interview Do's and Don'ts

Read the statements below. Indicate whether the statement is an interview Do or Don't in the space provided before each statement.

Session 4 Are You Getting Ready?

Activity 4: Virginia Hero

Henry Warren Beatty (born March 30, 1937) is an Academy Award- and Golden Globe-winning American actor, producer, screenwriter and director, known as **Warren Beatty**.

Beatty was born in Richmond, Virginia's Bellevue neighborhood. His father, Ira Owens Beatty, was a professor of psychology, public school administrator and real estate agent, and his mother, Kathlyn Corinne (née MacLean), was a Nova Scotia-born drama teacher; his grandparents were also teachers. The family was Baptist. His father moved the family from Richmond to Norfolk, Virginia and then Arlington, Virginia where he became a middle school principal. Beatty's sister, three years his elder, is the talented and multi-award winning actress and writer Shirley MacLaine.

Beatty was a star football player at Washington-Lee High School in Arlington, Virginia. Encouraged toward acting by the success of his sister, who had recently established herself as a Hollywood star, he decided to work as a stagehand at the National Theater in Washington, D.C., during the summer prior to his senior year. This enabled him to establish contact with a few famous actors. Upon graduation from high school, he turned down 10 football scholarships to enroll in drama school.

He studied acting and directing at the Northwestern University school of drama. While at Northwestern, he appeared in the annual Dolphin show. He is a member of the Sigma Chi Fraternity. He dropped out after his freshman year to enroll in Stella Adler's Conservatory of Acting in New York City.

By the age of twenty two Beatty had appeared in about forty off-Broadway productions. He garnered a best actor Tony Award nomination in 1960 for his performance in William Inge's drama *A Loss of Roses*. It was to be his only appearance on the Broadway stage, however.

Activity 5: Teen Health and Safety

The Warning Signs of Violence

Violence can happen even when a kid doesn't have a weapon. It's important to remember that violence comes in many different forms. It can be physical, like pushing, punching, or fighting with someone. Violence can also be psychological and may include name-calling, harassment, taunting, and other forms of bullying. People who are more likely to become violent may show some of these warning signs:

- cruelty to pets and other animals
- talking about weapons and violence
- fascination with violent video games, television, and movies
- threatening or bullying others
- isolation from family and friends

Of course, these signs don't necessarily mean that a person will become violent or bring a weapon to school. Still, you should take all signs and threats seriously, and share your concerns with a responsible adult early on. Speaking up about violence and weapons in school not only protects you, but your friends and classmates, too.