

# Job Application

## TEACHER GUIDE

### Introduction

Research shows that people use all of their senses to learn. That same research shows that while most people use a combination of particular sensory styles to process information, one dominant style usually dictates their preferred method of learning: kinesthetic, visual, tactile, and/or auditory. Kinesthetic learners learn best by hands-on physical involvement. Visual learners may prefer reading, taking notes, and making lists. Tactile learners may work best at their own pace in a comfortable secure environment, while auditory learners may prefer group discussions and listening to lectures.

In this activity students “apply” for available positions. In reality, their positions are chosen by you to best match roles with student abilities and interests. To ensure a positive learning experience for every student, please give careful consideration as you assign students to the teams.

Use the *Job Application* to determine the students’ personal preferences. Then use other information such as skill level or learning styles, to determine a good match.

The information in boldface type in the *Daily Planet* outlines the roles and responsibilities for each position. These roles are then blended together on mission day to accomplish the mission directives. To succeed, each mission requires the cooperative effort of each individual within each team.

For this activity the students will play the role of job applicants seeking a position for the upcoming mission. Students are asked to review *The Daily Planet* and identify their unique characteristics to find a job they would like to fulfill during the mission. This activity has a strong workplace readiness component to help prepare your students as they learn about skills for future careers.

This activity may be used when the mission is first introduced or near the end of the pre-mission activities. Students should have an idea of the role of each team during the mission.

### Objectives

The student will:

- Understand the importance of carefully preparing job applications.
- Assess his or her talents and qualifications.

### Materials

- Applications (one per student)
- *The Daily Planet* (one per student)
- Pencil or pen

### Procedures

1. Introduce the mission to your students. Explain to your students that they need to “apply” for a position on the upcoming mission.
2. Distribute copies of the classified ads (*The Daily Planet*). As a class, review the positions available for the mission. Encourage students to find positions (in the boldface type) that best match their skills and interests.
3. Distribute copies of the application form. Ask the students to apply for any three positions.
4. Students submit completed applications to their teacher for position assignments.

If you wish, have the students list references and submit letters of recommendation. (Remind students they should ask the reference person for permission to use his or her name before reference.)

### Conclusions and Extensions

- Have your students create resumes and cover letters.
- Meet individually with your students to interview them for their desired position.