

Guest Speaker Outline – Personal Info and Career Background

*****Please feel free to bring in props, photos, videos, and slideshows to help in your presentation. You will have access to a computer, DVD player, audio, ELMO (video projector)**

1. Career Introduction: Occupation Background
2. Career Responsibilities - what types of things are they responsible for
3. Task or Activities that they may be required to do or are part of their profession
4. People you might work with (patients, clients, families, coworkers, etc)
5. Equipment you work with
6. Type of facility that they may work within
7. Rundown of a typical work day
8. Education or Training needed or required for their position
9. Likes and Dislikes about their profession? what's the most rewarding or stressful? Scary or Exciting?
10. Things that a person could do now to prepare for the future
 - a. What basic education skills do you use on a daily basis
 - b. Volunteering
 - c. Relevant high school elective courses they might take
11. Personal Background
 - a. How did you decide to go into this career
 - b. How would you describe your interview for your job
 - c. Are there opportunities to move up within your career
12. If you weren't in this career, what other career might be fitting for your experience/education/training?
13. Other Interesting Facts

**Please be aware of the Holt High School norms within the classroom. We appreciate your understanding to adhere to covering these topics about your profession/experiences while using appropriate language and content. We value your time and sacrifices you've made in order to share your expertise with our class.*



G **Goal Oriented**
Use time efficiently
Set and reevaluate realistic short-term and long-term goals

O **Organized**
Be Prepared

R **Respectful**
Be kind to one another
Treat the environment with care

A **Accepting**
Value the different opinions and experiences of others

M **Motivated**
Display strong academic behaviors
Focus on areas of your life where you find meaning

S **Safe**
Make choices to be safe