

Summer Activities Planning Tool

Student: _____

School: _____

Date: _____

Location: _____

Led by: _____

1. Who was part of this meeting/conversation?

_____	Student _____ (student must be present)
_____	_____ (role/relation to student)
_____	_____ (role/relation to student)
_____	_____ (role/relation to student)
_____	_____ (role/relation to student)

2. What are some of the student's long-term, "big picture" goals for life after high school?

Example Guiding Questions: What are you really good at? What do you like to do? What kind of job would you like after high school?

3. What are the student's short-term goals for the spring semester and upcoming summer in the area of work and other community activities?

Here are some questions you might ask to help the student identify their goals:

- What types of jobs have you had in the past? Are you working right now? Did you work last summer?
- What types of experiences this summer could help you meet your goals for after high school?
- What would be your top three places to work this summer? What other kinds of jobs sound interesting to you? What do you like to do in your spare time?
- What types of jobs or activities would you definitely *not* want to do?
- What is important to you in a summer job?
- What is available in our community that might be a good fit with your interests?
- What would help in the next few months to connect you with a summer job? (Examples: help with applications, phone calls, finding openings, practice interviews, etc.)
- Are there other people—like friends, relatives, neighbors, or other people you or your family knows—who might help connect you with a job opportunity?

4. List these short term goals and needed supports on the next page.

Short-term/Summer Goals	What are some possible places in our community to do this?	Who do we already know—or need to seek out—who might help?	What supports or resources are needed to make this happen?	Who will take responsibility for following up on this?
1.				
2.				
3.				

Consider some of the following questions when thinking about the supports and resources the student might need:

- Will the student need direct help or support on the job? If so, who might provide that support?
- Will the student need someone to check in on him or her periodically during the summer?
- Are there transportation issues, scheduling issues, family concerns, or other issues that need to be considered?
- Are there skills the student should learn to better prepare them to find and keep a job?
- What roles will the student play connecting to this job? Family members? Teachers? A business representative?