



Work-Based Learning Guides for Educators

SkillsUSA's Work-Based Learning (WBL) Guides help instructors connect classroom learning with real-world experiences. Each guide provides step-by-step support for facilitating meaningful activities that allow students to explore careers, develop workplace skills and build industry connections—without overwhelming educator schedules.

Available WBL Resources for Educators

Resource	What it Does	Key Tools
WBL Overview	Helps educators understand the full WBL model and strategies for implementation	Sample agendas, meeting facilitation tips, outreach templates
Chapter Advisory Committee Toolkit	Supports building school-industry relationships through committee formation, structured meetings and planning with student-led activities	Sample agendas, meeting facilitation tips, outreach templates
Industry Tours Guide	Assists educators in planning and facilitating workplace tours through on-site, virtual or hybrid visits	Planning guide, student prep tools, thank-you templates
Career Expos Guide	Guides educators in planning and hosting employers for a class, chapter or community high-impact career event	Planning guide, student prep tools, thank-you templates
Job Shadows Guide	Supports educators in organizing student job shadowing experiences	Research planner, checklists, tracking forms
Mock Interview Guide	Helps educators prepare students for real-world interviews by practicing with industry professionals	Interview rubrics, schedule planner, feedback form
Internships and Clinical Programs Guide	Guides safe, structured long-term WBL	Coordinator management tools, program decision guide
WBL Toolkits (MS/HS/CPS)	Provides age-appropriate strategies and support for implementing WBL experiences across middle school, high school, and college/postsecondary settings	Planning checklists, student activities, implementation guides

Empower Every Chapter to Turn Learning into Doing

The SkillsUSA Work-Based Learning (WBL) Guides are ready-to-use tools that connect classroom instruction to career experiences. These guides make it easier than ever to provide meaningful opportunities for every student. Each guide is grounded in the SkillsUSA Framework, aligns with the WBL Career Discovery Phases and complements SkillsUSA Pathful for enhanced access and reporting.

Guides Include:

- Step-by-step instructions and planning checklists
- Student preparation and reflection activities
- Templates and tools to save you time
- Tips for engaging local businesses and community partners

Why Use These Guides?

- **Save Time and Effort** – Ready-to-implement resources reduce prep time.
- **Strengthens Career Readiness** – Activities to practice professional skills and gain insights.
- **Builds Industry Connections** – Encourages meaningful partnerships that benefit programs and communities.

These guides take the guesswork out of work-based learning. Whether new to WBL or looking to enhance a current program, there's a clear roadmap to create experiences that excite students, impress administrators and engage employers—without adding stress.

For more info and for assistance accessing your **SkillsUSA Pathful** account, please contact the **SkillsUSA Customer Care Team**.

SkillsUSA Customer Care

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