

## SPARC Council CAREER COACH AGREEMENT OF SERVICES

### EXPLANATION OF SPARC COUNCIL SERVICES

As part of the Succeed and Prosper through Education: Ashland, Richland Crawford (SPARC) and the Talent Development Group, we recognize the importance of career readiness and postsecondary education for the students, economy, and overall well-being of North Central Ohio. Both entities have worked to increase the number of local students who pursue advanced training, certification and postsecondary degrees with the aim of increasing the level of educational attainment and economic success of the region.

SPARC was born in 2008 as a P16 organization prioritizing increased educational levels of local citizens, but with a broader audience that ranges from pre-natal, early learner emphasis through post-secondary or certification completion. In March 2011, U-CAN merged with SPARC creating the SPARC Council. SPARC Council realized the value of the U-CAN name, logo and recognition and until 2014-15 school year, maintained the brand name of U-CAN as a part of its identity. SPARC Council assumed the 501(c)(3) status created by U-CAN. In the 2014-15 school year, area agencies and committees with a focus on increasing local talent for careers in the region combined forces to form the Talent Development Group. With the formation of this group, SPARC is maintaining its independent 501(c)(3) status but began taking some direction from the Talent Development Group. In 2015-16 the focus was on Career Coaches for grades 7-12 aligning with Ohio Revised Code to meet the career connection requirements for school districts.

In addition, for the 2018 graduating class as well as those following, the State has included in its Revised Code, the recognition and promotion of 'work-readiness skills' necessary for a good work ethic.. Those skills are identified in the **OhioMeansJobs-Readiness Seal program**. Completion of requirements is recognized by a designation on the student's diploma. Businesses will recognize it as further evidence of an individual's employability. Because of this initiative and our continued commitment for career coaches, we have formed a private partnership with Spherion to help the coaches and the schools meet this new State initiative. Coaches will use Spherion's expertise with the 'work-readiness skills' by inviting them into the schools to introduce students to these skills and aid students in completion of the program. This partnering initiative will also allow us a stable funding source to help keep costs for the coaches to a minimum for the schools.

The Career Coach supports and supplements the work of a school's guidance department. The workload of school guidance counselors has increased in both volume and complexity. Because of their demanding schedules, guidance counselors value the additional one-on-one postsecondary advising provided by Career Coaches.

A Career Coach serves as an in-school resource to students and parents. They meet individually with high school seniors and provide group sessions to high school juniors. They assist students in grades 7-12 with career exploration, post-secondary planning and college selection, and they help students apply for admission and financial aid. College, as used, is any accredited educational institution beyond the high school level, including apprenticeships, certificate programs, and associate/ bachelor degree programs.

All SPARC Career Coaches are approved by the local school district, have a bachelor's degree or business equivalent with a preference for coaches licensed in either education or social services in the State of Ohio. All have undergone background checks and fingerprinting by the Mid-Ohio Educational Service Center. Each Career Coach has been informed of and agreed to standards of conduct as delineated by the State of Ohio and the SPARC Council Board of Directors.

### **SPARC Council ROLE CAREER COACH ROLE AND RESPONSIBILITIES**

Unless otherwise indicated by the Superintendent, The SPARC Council Career Coach will perform the following core duties:

1. The coach will report directly to the Career Coach Coordinator and office of the school as required.
2. The coach will be responsible for reporting all activities to the school system and Career Coach Coordinator as required, and will maintain accurate records for all services that are provided to the students and parents. Confidentiality of these records will be strictly maintained.
3. Coaches will carry out specific activities, as specified by SPARC Council to increase awareness of work readiness and post-secondary opportunities
4. The coach will work with the guidance counselor in providing students with information and activities on work readiness, career planning, college readiness and planning as well as other postsecondary education opportunities.

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**SIGNATURES OF KEY PERSONNEL:**

**Please complete, copy, and distribute as appropriate. Return original to Amanda Mahon, Mid-Ohio ESC, 890 W. Fourth St., Mansfield, OH 44906**

**School District:** **Pioneer Career & Technology Center**  
**School term:** **August 1, 2018 to June 30, 2019**

**School District**

Superintendent: \_\_\_\_\_

Date: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Date: \_\_\_\_\_

**SPARC Council**

Superintendent: \_\_\_\_\_

Date: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Date: \_\_\_\_\_