



CURRICULUM LEARNING STANDARDS ALIGNMENT

CTE Professional Skills Standards
Arizona Department of Education



ARIZONA DEPARTMENT OF
EDUCATION

Find Your Grind helps students figure out who they are and where they want to go by flipping the script on traditional career planning and focusing on a lifestyle-first approach.



**Find Your Grind is the
personalized multi-year learning solution
that develops future ready students.**

FIND YOUR GRIND CURRICULUM LEARNING STANDARDS ALIGNMENT

ARIZONA STANDARD	FIND YOUR GRIND UNITS + OBJECTIVES
<p>1. Complex Communication: Employs complex communication* skills in a manner that adds to organizational productivity.</p> <p>A. Masters core communication skills for the workplace.</p> <ul style="list-style-type: none"> ● Delivers content accurately ● Persuades others ● Uses communication style appropriate to audience and situation ● Listens actively ● Resolves conflicts 	<p>All About Your Communication ▾</p> <ol style="list-style-type: none"> 1) List and explain each of the four communication styles 2) Determine your own communication style and how that impacts professional and personal communication 3) Develop a plan to improve personal and professional communication <ul style="list-style-type: none"> → Communication Styles → Intentional Communication → Listen Up → Active Listening → Conflict Resolution <hr/> <p>Level Up Your Leadership ▾</p> <ol style="list-style-type: none"> 2) Use leadership strategies to manage conflict and lead a virtual team <ul style="list-style-type: none"> → Managing Conflict
<p>1. Complex Communication: Employs complex communication* skills in a manner that adds to organizational productivity.</p> <p>B. Communicates effectively in a diverse work environment.</p> <ul style="list-style-type: none"> ● Communicates with diversity in mind 	<p>All About Your Communication ▾</p> <ol style="list-style-type: none"> 1) List and explain each of the four communication styles 2) Determine your own communication style and how that impacts professional and personal communication 3) Develop a plan to improve personal and professional communication <ul style="list-style-type: none"> → Communication Styles → Intentional Communication → Listen Up → Active Listening

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<p>1. Complex Communication: Employs complex communication* skills in a manner that adds to organizational productivity.</p> <p>C. Uses technologies and social media for workplace communication.</p> <ul style="list-style-type: none"> ● Exercises competence in using technology ● Upholds the brand ● Follows applicable laws and regulations ● Matches technology to content 	<p>All About Your Communication ▾</p> <ol style="list-style-type: none"> 1) List and explain each of the four communication styles 2) Determine your own communication style and how that impacts professional and personal communication 3) Develop a plan to improve personal and professional <ul style="list-style-type: none"> → Online Communication <p>Brand + Digital Reputation ▾</p> <ol style="list-style-type: none"> 1) Define digital reputation and discuss ways to cultivate it 2) Explain ways to control your reputation and safety online <ol style="list-style-type: none"> 1. Social Media + Your Digital Reputation 2. Netiquette <p>Social Media ▾</p> <ol style="list-style-type: none"> 1) List factors that can improve social media engagement and identify ways to interact with others 2) Develop a personal social media strategy to shape your online presence and explain how it can affect your social media usage <ul style="list-style-type: none"> → Engage and Interact → Post Up! → Extra! Extra! → Engagement is a 2-Way street → Your Social Media Strategy → The Golden Ratio → Your Fit & Authenticity
<p>1. Complex Communication: Employs complex communication* skills in a manner that adds to organizational productivity.</p> <p>D. Foundational communication skill check points</p> <ul style="list-style-type: none"> ● Writes in languages required by employer ● Speaks in languages required by employer ● Demonstrates reading comprehension ● Presents with confidence ● Practices interpersonal skills ● Uses workplace technologies 	<p>Prompt Feature ▾</p> <p>Reading text and watching videos entice learners to discover new knowledge. However, we cranked it up a notch in higher-order thinking and engagement by adding active reflection, application, and demonstration of understanding through writing and short answer prompts added throughout the learning experience.</p> <p>Educator Resources ▾</p> <p>Teamwork practices in various settings; educator resources promote group and team instructional strategies and are available for each unit.</p>

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<p>2. Collaboration: Collaborates, in person and virtually, to complete tasks aimed at organizational goals.</p> <p>A. Commits to achieving collective goals.</p> <ul style="list-style-type: none"> ● Contributes personal strengths ● Respects contributions of others ● Contributes to an environment of collaboration ● Ensures diversity in collaboration 	<p>Power Skills ▾</p> <ol style="list-style-type: none"> 1) Define power skills 2) Explain the importance of power skills and how they relate to the future of work 3) Identify the top five power skills employers value the most and reflect on how you can get some practice <ul style="list-style-type: none"> → Teamwork
	<p>Planning & Goal-Setting ▾</p> <ol style="list-style-type: none"> 1) Explain the purpose of goal setting and set at least one goal 2) Highlight the importance of and need for reevaluation of your personal life plan and adjust your routine <ul style="list-style-type: none"> → The Art of Planning → Short+Long Term Plans
	<p>All About YourSELF ▾</p> <ol style="list-style-type: none"> 1) List factors that can contribute to your self-esteem and identify ways to boost self-confidence 2) Explain how drive and motivation work together to create success 5) Create SMART goals and see them through to completion <ul style="list-style-type: none"> → The Finish Line → Follow through
	<p>All About You ▾</p> <ol style="list-style-type: none"> 1) Describe skills and skill sets 2) Summarize the importance of discovering and developing your talents <ul style="list-style-type: none"> → Using Talents → Applying Skills
	<p>Network Like a Pro ▾</p> <ol style="list-style-type: none"> 1) Define networking 2) Identify current personal networks and list the steps you can take to grow your network 3) Summarize the steps to evaluate your personal brand 4) Outline the steps to evaluate your network <ul style="list-style-type: none"> → The Value of Connection → Strong + Weak Ties → Network Like a Pro

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	→ The Social Network
2. Collaboration: Collaborates, in person and virtually, to complete tasks aimed at organizational goals. B. Promotes an environment of trust. <ul style="list-style-type: none">• Builds team relationships• Takes responsibility for role on team• Manages information with sensitivity	<p>Power Skills ▾</p> <ol style="list-style-type: none">1) Define power skills2) Explain the importance of power skills and how they relate to the future of work3) Identify the top five power skills employers value the most and reflect on how you can get some practice<ul style="list-style-type: none">→ Teamwork <p>Leadership in Action ▾</p> <ol style="list-style-type: none">1) Describe the strategies used by successful leaders2) Implement leadership skills in your own life<ul style="list-style-type: none">→ The Power of Delegation→ Motive + Inspire→ Responsible Leadership

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<p>2. Collaboration: Collaborates, in person and virtually, to complete tasks aimed at organizational goals.</p> <ul style="list-style-type: none"> C. Optimizes technology to collaborate with others. <ul style="list-style-type: none"> ● Adopts technology to promote collaboration 	<p>Level Up Your Leadership ▾</p> <ol style="list-style-type: none"> 1) Determine ways to build your own leadership skills 2) Use leadership strategies to manage conflict and lead a virtual team 3) Discover new opportunities to become a leader <ul style="list-style-type: none"> → Digital Leadership → Finding Opportunities to Lead <p>Social Media ▾</p> <ol style="list-style-type: none"> 1) List factors that can improve social media engagement and identify ways to interact with others 2) Develop a personal social media strategy to shape your online presence and explain how it can affect your social media usage <ul style="list-style-type: none"> → Engage and Interact → Engagement is a 2-Way street
<p>2. Collaboration: Collaborates, in person and virtually, to complete tasks aimed at organizational goals.</p> <ul style="list-style-type: none"> D. Optimizes technology to collaborate with others. <ul style="list-style-type: none"> ● Adopts technology to promote collaboration 	<p>Level Up Your Leadership ▾</p> <ol style="list-style-type: none"> 1) Determine ways to build your own leadership skills 2) Use leadership strategies to manage conflict and lead a virtual team 3) Discover new opportunities to become a leader <ul style="list-style-type: none"> → Digital Leadership → Finding Opportunities to Lead <p>Social Media ▾</p> <ol style="list-style-type: none"> 1) List factors that can improve social media engagement and identify ways to interact with others 2) Develop a personal social media strategy to shape your online presence and explain how it can affect your social media usage <ul style="list-style-type: none"> → Engage and Interact → Engagement is a 2-Way street

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<p>3. Thinking and Innovation: Integrates expertise in technical knowledge and skills and thinking and reasoning strategies to create, innovate, and devise solutions.</p> <p>A. Defines a problem in the workplace.</p> <ul style="list-style-type: none"> ● Describes ● Diagnoses ● Uses resources to define a problem 	<p>Power Skills ▾</p> <ol style="list-style-type: none"> 1) Define power skills 2) Explain the importance of power skills and how they relate to the future of work 3) Identify the top five power skills employers value the most and reflect on how you can get some practice <ul style="list-style-type: none"> → Creativity → Creating Opportunities → Problem Solving → Problem Solving Opportunities
<p>3. Thinking and Innovation: Integrates expertise in technical knowledge and skills and thinking and reasoning strategies to create, innovate, and devise solutions.</p> <p>B. Practices inquiry and reflection (I/R) to take action in the workplace.</p> <ul style="list-style-type: none"> ● Maintains an attitude or openness ● Explores for deeper understanding ● Uses resources for inquiry and reflection (I/R) ● Evaluates self 	<p>Starter Kit ▾</p> <ol style="list-style-type: none"> 3) Recognize the value of self-reflection <ul style="list-style-type: none"> → The Value of Self-reflection → The Benefits: Mindset Shift → Motivation to Self-reflection

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<p>3. Thinking and Innovation: Integrates expertise in technical knowledge and skills and thinking and reasoning strategies to create, innovate, and devise solutions.</p> <p>C. Takes action supported by evidence and reasoning to explain conclusions and accomplish work.</p> <ul style="list-style-type: none"> • Composes a plan • Constructs a model (visual, symbolic, or linguistic) • Makes a decision • Uses tools strategically • Argues a case 	<p>Power Skills ▾</p> <ol style="list-style-type: none"> 1) Define power skills 2) Explain the importance of power skills and how they relate to the future of work 3) Identify the top five power skills employers value the most and reflect on how you can get some practice <ul style="list-style-type: none"> → Creativity → Creating Opportunities → Problem Solving → Problem Solving Opportunities <p>Planning & Goal-Setting ▾</p> <ol style="list-style-type: none"> 1) Explain the purpose of goal setting and set at least one goal <ul style="list-style-type: none"> → The Art of Planning → Short + Long Term Plans <p>Leadership in Action ▾</p> <ol style="list-style-type: none"> 1) Describe the strategies used by successful leaders 2) Implement leadership skills in your own life <ul style="list-style-type: none"> → Making Good Decisions
<p>3. Thinking and Innovation: Integrates expertise in technical knowledge and skills and thinking and reasoning strategies to create, innovate, and devise solutions.</p> <p>D. Transfers knowledge and skills from one work situation to another</p> <ul style="list-style-type: none"> • Builds capacity to transfer skills 	<p>Future-Proofing ▾</p> <ol style="list-style-type: none"> 2) Define and describe how to apply future-proofing, job readiness, job searching, and job keeping skill sets <ul style="list-style-type: none"> → Job Keeping Skills <p>Leadership Basics ▾</p> <ol style="list-style-type: none"> 3) Determine the key skills of an effective leader <ul style="list-style-type: none"> → Core Skills + Practices of Leaders
<p>3. Thinking and Innovation: Integrates expertise in technical knowledge and skills and thinking and reasoning strategies to create, innovate, and devise solutions.</p> <p>E. Creates/innovates to improve workplace productivity.</p> <ul style="list-style-type: none"> • Builds capacity to create/innovate 	<p>Power Skills ▾</p> <ol style="list-style-type: none"> 1) Define power skills 2) Explain the importance of power skills and how they relate to the future of work 3) Identify the top five power skills employers value the most and reflect on how you can get some practice <ul style="list-style-type: none"> → Creativity → Creating Opportunities

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<p>4. Professionalism: Conducts self in an appropriate manner reflective of the organizational expectations.</p> <p>A. Adheres to organizational protocol related to behavior, appearance, and communication.</p> <ul style="list-style-type: none"> ● Communicates with technical language ● Communicates according to organizational standards ● Satisfies customers ● Professionalism Preliminary Checklist 	<p>Professionalism ▾</p> <p>1) Define professionalism and explain why it's important → What is Professionalism?</p> <hr/> <p>All About Your Communication ▾</p> <p>1) List and explain each of the four communication styles 2) Determine your own communication style and how that impacts professional and personal communication 3) Develop a plan to improve personal and professional communication</p> <ul style="list-style-type: none"> → Communication styles → Intentional communication → Active Listening
<p>4. Professionalism: Conducts self in an appropriate manner reflective of the organizational expectations.</p> <p>B. Manages time in accordance with organizational expectations.</p> <ul style="list-style-type: none"> ● Uses time productively ● Balances accuracy and speed ● Organizes work for the allotted time frame ● Prioritizes tasks ● Collaborates and works alone to deliver on time 	<p>Make Space + Time for You ▾</p> <p>2) Summarize the benefits of time management 3) Utilize effective time management to create life balance</p> <ul style="list-style-type: none"> → Time Management → Busy vs. Productive → Techniques for Time
<p>4. Professionalism: Conducts self in an appropriate manner reflective of the organizational expectations</p> <p>C. Represents the organization in a positive manner.</p> <ul style="list-style-type: none"> ● Communicates mission and position ● Aligns with organizational values ● Manages resources to benefit the organization ● Communicates core values of the profession 	<p>Opportunities ▾</p> <p>1) Describe the Find Your Grind industry categories 2) Use Lifestyle Assessment results as a reference to create a list of industries and careers that interest you as well as align with your skills, talents, and values → Careers and Industries</p> <hr/> <p>All About You ▾</p> <p>3) Determine and define your core values</p> <ul style="list-style-type: none"> → What are Core Values? → Your Core Values → Life With Your Core

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<p>4. Professionalism: Conducts self in an appropriate manner reflective of the organizational expectations</p> <p>D. Performs assigned tasks with a “can do” attitude.</p> <ul style="list-style-type: none"> • Performs work with a positive attitude 	<p>All About YourSELF ▾</p> <ol style="list-style-type: none"> 1) List factors that can contribute to your self-esteem and identify ways to boost self-confidence 2) Explain how drive and motivation work together to create success <ul style="list-style-type: none"> → Self-Esteem → The Building Blocks → Power Up!
<p>4. Professionalism: Conducts self in an appropriate manner reflective of the organizational expectations</p> <p>E. Behaves in a way that distinguishes between personal and work-related matters.</p> <ul style="list-style-type: none"> • Demonstrates respect for personal and professional boundaries 	<p>Balancing Act ▾</p> <ol style="list-style-type: none"> 1) Define balance as it applies to your lifestyle and assess areas of your life that need balance 2) Create a plan to increase balance in all areas of life <ul style="list-style-type: none"> → What’s Balance → Life Balance Interconnection
<p>4. Professionalism: Conducts self in an appropriate manner reflective of the organizational expectations.</p> <p>F. Produces work that reflects professional pride.</p> <ul style="list-style-type: none"> • Produces high quality work • Acts as a team member • Performs/produces with precision • Continues to develop skills and connections • Takes initiative to improve work 	<p>All About YourSELF ▾</p> <ol style="list-style-type: none"> 3) Identify the cues, actions, and rewards of personal habits and create a plan to build positive, long-lasting habits <ul style="list-style-type: none"> → Harness Your Habits → Your Good Habits <p>Level Up Your Leadership ▾</p> <ol style="list-style-type: none"> 1) Determine ways to build your own leadership skills 2) Use leadership strategies to manage conflict and lead a virtual team 3) Discover new opportunities to become a leader <ul style="list-style-type: none"> → Finding Opportunities to Lead <p>Power Skills ▾</p> <ol style="list-style-type: none"> 1) Define power skills 2) Explain the importance of power skills and how they relate to the future of work 3) Identify the top five power skills employers value the most and reflect on how you can get some practice <ul style="list-style-type: none"> → Teamwork

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<p>5. Initiative and self-direction: exercises initiative and self-direction in the workplace.</p> <p>A. Functions independently within the organizational structure.</p> <ul style="list-style-type: none"> ● Performs necessary tasks ● Strives to improve personal delivery of services ● Improves personal performance/ behaviors continuously Initiative & Self-Direction Preliminary Checklist 	<p>Explore Library ▾</p>
<p>5. Initiative and self-direction: exercises initiative and self-direction in the workplace.</p> <p>B. Adapts to changing conditions and expectations in the organization.</p> <ul style="list-style-type: none"> ● Adjusts to change ● Cooperates respectfully with colleagues ● Maintains productivity 	<p>Power Skills ▾</p> <ol style="list-style-type: none"> 1) Define power skills 2) Explain the importance of power skills and how they relate to the future of work 3) Identify the top five power skills employers value the most and reflect on how you can get some practice <ul style="list-style-type: none"> → Power Up & Be Flexible → Teamwork
<p>5. Initiative and self-direction: exercises initiative and self-direction in the workplace.</p> <p>C. Pursues career advancement opportunities within an organization or field.</p> <ul style="list-style-type: none"> ● Articulates requirements for job openings ● Prepares for career advancement ● Pursues formal learning opportunities ● Builds learning relationships ● Applies new resources 	<p>Career Library ▾</p> <p>Over 300 career badges representing the fast-growing careers and delivering up-to-date information on salary, work expectations and the pathways to get there. This library grows monthly.</p>
	<p>Opportunity Pathways ▾</p> <ol style="list-style-type: none"> 1) Discuss what a career pathway is and examine types of employment <ul style="list-style-type: none"> → What is a Career Pathway → Create Your Own Path → Higher Education
	<p>Professionalism ▾</p> <ol style="list-style-type: none"> 1) Define professionalism and explain why it's important 2) Create an eye-catching resume and use it in an effective job application 3) Apply interview best practices in a job interview <ul style="list-style-type: none"> → Application Submitted → Catchy Resumes → The Power of a Letter → Crush your Interview

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<p>5. Initiative and self-direction: exercises initiative and self-direction in the workplace.</p> <p>D. Generates innovative ideas, methods, or devices contributing to organizational resources and goals.</p> <ul style="list-style-type: none"> ● Innovate to improve productivity ● Recommends improvements on processes, products, services ● Uses technology to increase productivity/profits 	<p>Power Skills ▾</p> <ol style="list-style-type: none"> 1) Define power skills 2) Explain the importance of power skills and how they relate to the future of work 3) Identify the top five power skills employers value the most and reflect on how you can get some practice <ul style="list-style-type: none"> → Power Up & Be Flexible → Creativity → Creating Opportunities
<p>5. Initiative and self-direction: exercises initiative and self-direction in the workplace.</p> <p>E. Exercises leadership in the workplace.</p> <ul style="list-style-type: none"> ● Engages individual strengths ● Manages work plans ● Plans for unanticipated challenges ● Pursues workplace solutions/improvements 	<p>Leadership Basics ▾</p> <ol style="list-style-type: none"> 1) Explain what leadership and why it is important 2) Identify your own personal leadership style 3) Determine the key skills of an effective leader <ul style="list-style-type: none"> → Core Skills + Practices of Leaders → Great Leaders
	<p>What Makes a Leader ▾</p> <ol style="list-style-type: none"> 1) Summarize how great leaders use their skills 2) Grow your personal leadership skills through volunteering 3) Explain the importance of goal-setting for a leader <ul style="list-style-type: none"> → Goal Setting for Leaders → Leaders as Teachers
	<p>Leadership in Action ▾</p> <ol style="list-style-type: none"> 1) Describe the strategies used by successful leaders 2) Implement leadership skills in your own life <ul style="list-style-type: none"> → Making Good Decision
	<p>Level Up Your Leadership ▾</p> <ol style="list-style-type: none"> 1) Determine ways to build your own leadership skills 2) Use leadership strategies to manage conflict and lead a virtual team 3) Discover new opportunities to become a leader <ul style="list-style-type: none"> → Managing Conflict

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<p>6. Intergenerational and cross-cultural competence: interacts effectively with different cultures, generations, and individuals with disabilities to achieve organizational mission, goals, and objectives.</p> <p>A. Uses relevant communication that creates cultural synergy in the workplace.</p> <ul style="list-style-type: none"> ● Adapts communication style to engage diverse others ● Adapts communication style to engage other generations 	<p>All About Your Communication ▾</p> <ol style="list-style-type: none"> 1) List and explain each of the four communication styles 2) Determine your own communication style and how that impacts professional and personal communication 3) Develop a plan to improve personal and professional communication <ul style="list-style-type: none"> → Communication Styles → Intentional Communication → Listen Up → Active Listening <p>Educator Resources ▾</p> <p>Teamwork practices in various settings; educator resources promote group and team instructional strategies and are available for each unit.</p>
<p>6. Intergenerational and cross-cultural competence: interacts effectively with different cultures, generations, and individuals with disabilities to achieve organizational mission, goals, and objectives.</p> <p>B. Contributes to an environment of acceptance and inclusion that enables different cultures, generations, and individuals with disabilities to work together.</p> <ul style="list-style-type: none"> ● Demonstrates respect through interactions and behaviors ● Addresses challenges with sensitivity for intergenerational, cross-cultural, and individuals with disabilities ● Celebrates achievements and contributions of diverse others ● Functions comfortably in the global marketplace ● Relies upon the wisdom and experience of others to accomplish work ● Addresses intergenerational tensions 	<p>Your Network ▾</p> <ol style="list-style-type: none"> 1) Define mentorship and list benefits of having or being a mentor 2) Summarize how to match and maintain a mentorship relationship <ul style="list-style-type: none"> → What is Mentorship? → What's in it for me? → Mentor + Mentee Success → Mentorship Life Cycle

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<p>6. Intergenerational and cross-cultural competence: interacts effectively with different cultures, generations, and individuals with disabilities to achieve organizational mission, goals, and objectives.</p> <ul style="list-style-type: none">C. Respects generational differences related to the use of technology in the workplace.● Selects from technological and non-technological methods/tools to communicate across generations	<p>Power Skills ▾</p> <ol style="list-style-type: none">1) Define power skills2) Explain the importance of power skills and how they relate to the future of work3) Identify the top five power skills employers value the most and reflect on how you can get some practice<ul style="list-style-type: none">→ Communication→ Communicate to Be Great→ Problem-Solving→ Teamwork

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<p>7. Organizational Culture: Functions effectively within an organizational culture.</p> <ul style="list-style-type: none"> A. Navigates organizational structures and systems. <ul style="list-style-type: none"> ● Fits work performance to the organizational structure 	<p>Career Library ▾</p> <p>Over 300 career badges representing the fast-growing careers and delivering up-to-date information on salary, work expectations and the pathways to get there. This library grows monthly.</p> <hr/> <p>All About YourSELF ▾</p> <ul style="list-style-type: none"> 2) Explain how drive and motivation work together to create success 3) Identify the cues, actions, and rewards of personal habits and create a plan to build positive, long-lasting habits 4) Differentiate between habits and routines and explain how routines are impactful <ul style="list-style-type: none"> → Harness Your Habits → Your Good Habits → Your Routine → Defining Drive
<p>7. Organizational Culture: Functions effectively within an organizational culture.</p> <ul style="list-style-type: none"> B. Embodies organizational values. <ul style="list-style-type: none"> ● Works in a manner that reflects organizational values 	<p>All About You ▾</p> <ul style="list-style-type: none"> 3) Determine and define your core values <ul style="list-style-type: none"> → What are Core Values? → Your Core Values → Life With Your Core
<p>7. Organizational Culture: Functions effectively within an organizational culture.</p> <ul style="list-style-type: none"> C. Performs work that advances organizational growth and success. <ul style="list-style-type: none"> ● Contributes to organizational success 	<p>Career Library ▾</p> <p>Over 300 career badges representing the fast-growing careers and delivering up-to-date information on salary, work expectations and the pathways to get there. This library grows monthly.</p> <hr/> <p>Mentor Library ▾</p> <p>A network with over 200 mentors humanize the future of work—they provide candid advice on how they got started and the steps to get there. This library grows monthly.</p>

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<p>8. Legal and Ethical Practices: Observe laws, rules, and ethical practices in the workplace.</p> <p>A. Respects the organization’s physical and intellectual property.</p> <ul style="list-style-type: none"> ● Takes responsibility for the workplace ● Protects the organization’s intellectual property 	<p>select a unit ▾</p>
<p>8. Legal and Ethical Practices: Observe laws, rules, and ethical practices in the workplace.</p> <p>B. Demonstrates loyalty to the organization, its mission, and resources.</p> <ul style="list-style-type: none"> ● Demonstrates loyalty to the organization 	<p>select a unit ▾</p>
<p>8. Legal and Ethical Practices: Observe laws, rules, and ethical practices in the workplace.</p> <p>C. Maintains a safe work environment.</p> <ul style="list-style-type: none"> ● Addresses harmful conditions in the workplace ● Follows procedure for reporting unsafe conditions ● Receives risk management training 	<p>select a unit ▾</p>
<p>8. Legal and Ethical Practices: Observe laws, rules, and ethical practices in the workplace.</p> <p>D. Adheres to the policies and procedures of the organization.</p> <ul style="list-style-type: none"> ● Acts in accord with policies and procedures ● Acts in accord with legal and ethical practices ● Receives training in policies and procedures 	<p>select a unit ▾</p>
<p>8. Legal and Ethical Practices: Observe laws, rules, and ethical practices in the workplace</p> <p>E. Adheres to applicable local, state, federal, and international laws and regulations.</p> <ul style="list-style-type: none"> ● Applies required laws and regulations in the workplace ● Complies with employment laws ● Applies laws and regulations unique to the industry 	<p>select a unit ▾</p>

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<p>8. Legal and Ethical Practices: Observe laws, rules, and ethical practices in the workplace.</p> <p>F. Takes responsibility for one's actions in the workplace.</p> <ul style="list-style-type: none"> ● Prioritizes time ● Resolves own work problems and errors ● Takes responsibility for own communication 	<p>Make Space + Time for You ▾</p> <p>2) Summarize the benefits of time management</p> <ul style="list-style-type: none"> → Time Management → Busy vs. Productive → Techniques for Time <hr/> <p>Power Skills ▾</p> <p>1) Define power skills</p> <p>2) Explain the importance of power skills and how they relate to the future of work</p> <p>3) Identify the top five power skills employers value the most and reflect on how you can get some practice</p> <ul style="list-style-type: none"> → Communication → Communicate to Be Great → Problem-Solving <hr/> <p>All About Your Communication ▾</p> <p>2) Determine your own communication style and how that impacts professional and personal communication</p> <p>3) Develop a plan to improve personal and professional communication</p> <ul style="list-style-type: none"> → Intentional Communication → Conflict Resolution → I Vs. You → Speaking Up
<p>8. Legal and Ethical Practices: Observe laws, rules, and ethical practices in the workplace.</p> <p>G. Manages/uses resources for the good of the organization.</p> <ul style="list-style-type: none"> ● Uses organization's resources prudently 	<p>select a unit ▾</p>
<p>8. Legal and Ethical Practices: Observe laws, rules, and ethical practices in the workplace.</p> <p>H. Acts with integrity (honest, reliable, and trustworthy.)</p> <ul style="list-style-type: none"> ● Performs with honesty and reliability in a trustworthy manner 	<p>select a unit ▾</p>
<p>8. Legal and Ethical Practices: Observe laws, rules, and ethical practices in the workplace.</p> <p>I. Interacts respectfully with co-workers and customers.</p> <ul style="list-style-type: none"> ● Handles information appropriately ● Works to create an equitable workplace 	<p>select a unit ▾</p>

FIND YOUR GRIND CURRICULUM LEARNING STANDARDS ALIGNMENT

ARIZONA STANDARD	FIND YOUR GRIND UNITS + OBJECTIVES
<p>9. Financial Practices: Applies knowledge of finances for the profitability and viability of the organization.</p> <p>A. Exercises prudence in personal finance as it relates to employment.</p> <ul style="list-style-type: none"> ● Manages personal finances responsibly 	<p>Banking Basics ▾</p> <ol style="list-style-type: none"> 1) Outline what financial future means to you and reflect on your current money habits 2) Define basic financial terms 3) Evaluate your current financial situation <hr/> <p>Budgeting + Expenses ▾</p> <ol style="list-style-type: none"> 1) Define budgeting and explain its importance 2) Create a personalized budget 3) Explain how money is typically spent in a budget
<p>9. Financial Practices: Applies knowledge of finances for the profitability and viability of the organization.</p> <p>B. Articulates financial goals and strategies of the organization.</p> <ul style="list-style-type: none"> ● Communicates organizational financial goals 	<p>N/A</p>
<p>9. Financial Practices: Applies knowledge of finances for the profitability and viability of the organization.</p> <p>C. Contributes to organizational profitability through knowledge of finances.</p> <ul style="list-style-type: none"> ● Acts prudently with organizational resources ● Maintains current knowledge of salary and benefits ● Relates work performance to company profitability 	<p>N/A</p>

FIND YOUR GRIND CURRICULUM LEARNING OBJECTIVES

CATEGORY	UNIT
STARTER KIT	<p>UNIT 1 STARTER KIT</p> <ol style="list-style-type: none">1. Recognize the difference between the traditional mindset for success and the Find Your Grind Lifestyle Funnel2. Recognize the value of critical thinking in the form of “asking why”3. Recognize the value of self-reflection4. Apply the Lifestyle Funnel, critical thinking, and self-reflection to embark on a mindset commitment for self-discovery and career exploration
ALL ABOUT YOU	<p>UNIT 2 ALL ABOUT YOU</p> <ol style="list-style-type: none">1. Describe skills and skill sets2. Summarize the importance of discovering and developing your talents3. Determine and define your core values <p>UNIT 3 ALL ABOUT YOUR PERSONALITY + INTERESTS</p> <ol style="list-style-type: none">1. Compare and contrast personality traits through the practice of self- reflection2. Take inventory of your personal interests and compare with your future lifestyle goals3. Define and explain the difference between strengths and weaknesses and a fixed mindset and a growth mindset <p>UNIT 4 ALL ABOUT YOURSELF</p> <ol style="list-style-type: none">1. List factors that can contribute to your self-esteem and identify ways to boost self-confidence2. Explain how drive and motivation work together to create success3. Identify the cues, actions, and rewards of personal habits and create a plan to build positive, long-lasting habits4. Differentiate between habits and routines and explain how routines are impactful5. Create SMART goals and see them through to completion <p>UNIT 5 YOUR LIFE CYCLE JOURNEY</p> <ol style="list-style-type: none">1. List discovery opportunities at various stages of the life cycle2. Analyze each stage of the life cycle to uncover discovery opportunities3. Relate discovery opportunities in early stages of the life cycle to those of adulthood <p>UNIT 6 ALL ABOUT YOUR COMMUNICATION</p> <ol style="list-style-type: none">1. List and explain each of the four communication styles2. Determine your own communication style and how that impacts professional and personal communication3. Develop a plan to improve personal and professional communication

CATEGORY	UNIT
<div data-bbox="77 300 397 422" style="border: 1px solid orange; padding: 5px; text-align: center;"> BRAND & NETWORK </div>	<p>UNIT 7 YOUR PERSONAL BRAND + NETWORK</p> <ol style="list-style-type: none"> 1. Define personal brand and summarize the steps to evaluate it 2. Demonstrate the ability to write an elevator pitch 3. Formulate your own personal brand <p>UNIT 8 BRAND + DIGITAL REPUTATION</p> <ol style="list-style-type: none"> 1. Define digital reputation and discuss ways to cultivate it 2. Explain ways to control your reputation and safety online <p>UNIT 9 SOCIAL MEDIA</p> <ol style="list-style-type: none"> 1. List factors that can improve social media engagement and identify ways to interact with others 2. Develop a personal social media strategy to shape your online presence and explain how it can affect your social media usage <p>UNIT 10 YOUR NETWORK</p> <ol style="list-style-type: none"> 1. Define mentorship and list benefits of having or being a mentor 2. Summarize how to match and maintain a mentorship relationship <p>UNIT 11 NETWORK LIKE A PRO</p> <ol style="list-style-type: none"> 1. Define networking 2. Identify current personal networks and list the steps you can take to grow your network 3. Summarize the steps to evaluate your personal brand 4. Outline the steps to evaluate your network
<div data-bbox="77 1325 397 1398" style="border: 1px solid blue; padding: 5px; text-align: center;"> OPPORTUNITIES </div>	<p>UNIT 12 FUTURE-PROOFING</p> <ol style="list-style-type: none"> 1. Describe how job titles are used and how to ensure a resume has clear job title information 2. Define and describe how to apply future-proofing, job readiness, job searching, and job keeping skill sets <p>UNIT 13 POWER SKILLS</p> <ol style="list-style-type: none"> 1. Define power skills 2. Explain the importance of power skills and how they relate to the future of work 3. Identify the top five power skills employers value the most and reflect on how you can get some practice <p>UNIT 14 OPPORTUNITIES</p> <ol style="list-style-type: none"> 1. Describe the Find Your Grind industry categories 2. Use Lifestyle Assessment results as a reference to create a list of industries and careers that interest you as well as align with your skills, talents, and values

CATEGORY	UNIT
<div style="border: 1px solid black; padding: 5px; text-align: center;">OPPORTUNITIES</div>	<p>UNIT 15 OPPORTUNITY PATHWAYS</p> <ol style="list-style-type: none"> 1. Discuss what a career pathway is and examine types of employment 2. Describe the positive and negative aspects of career disruption and how you can prepare for it 3. Explain changes in the future of work related to automation 4. Examine full-time or part-time employment, self-employment, and gig-employment to identify pros and cons of each 5. Discover post-high school education opportunities and how to take the first step toward a future ready career pathway <p>UNIT 16 PROFESSIONALISM</p> <ol style="list-style-type: none"> 1. Define professionalism and explain why it's important 2. Create an eye-catching resume and use it in an effective job application 3. Apply interview best practices in a job interview
<div style="border: 1px solid black; padding: 5px; text-align: center;">LIFESTYLE</div>	<p>UNIT 17 LIFESTYLE</p> <ol style="list-style-type: none"> 1. Explain the Find Your Grind Lifestyle meaning and why it is important to define your lifestyle 2. Interpret how the Find Your Grind Lifestyle is a different mindset from other perceptions of what a lifestyle is or should be <p>UNIT 18 GAUGE YOUR LIFESTYLE</p> <ol style="list-style-type: none"> 1. Gauge current lifestyle using reflection 2. Evaluate your current lifestyle (decisions and actions) and determine if it is on the path to your desired lifestyle 3. Identify your passions and interests and compare and contrast how they align with your current and desired lifestyle <p>UNIT 19 EXPLORING LIFESTYLES</p> <ol style="list-style-type: none"> 1. Identify lifestyle ideals through the Lifestyle Assessment 2. Review and summarize Lifestyle Assessment results linking strengths, interests, and passions to lifestyle 3. Interpret how to explore self, life, health, relationships, hobbies, work, and balance through the lens of a lifestyle mind map <p>UNIT 20 LIFESTYLE ROADMAP</p> <ol style="list-style-type: none"> 1. Explore the process of roadmapping and how it can be beneficial to lifestyle design 2. Synthesize knowledge from your lifestyle (vision, strengths, interests, FYG Lifestyle Assessment, experiences, and influencers) to inform and create a lifestyle roadmap

FIND YOUR GRIND CURRICULUM LEARNING OBJECTIVES

CATEGORY	UNIT
MINDSET + BALANCE	<p>UNIT 21 PLANNING & GOAL-SETTING</p> <ol style="list-style-type: none">1. Explain the purpose of goal setting and set at least one goal2. Highlight the importance of and need for reevaluation of your personal life plan and adjust your routine <p>UNIT 22 BALANCING ACT</p> <ol style="list-style-type: none">1. Define balance as it applies to your lifestyle and assess areas of your life that need balance2. Create a plan to increase balance in all areas of life <p>UNIT 23 THE POWER OF GRATITUDE</p> <ol style="list-style-type: none">1. List methods to increase and express gratitude2. Explain the role gratitude plays in achieving balance in life3. Evaluate your life for things to be grateful for <p>UNIT 24 STRESS + MINDSET SHIFTS</p> <ol style="list-style-type: none">1. Identify personal stressors and explain how balance can be used as a stress management tool2. Define mindset shift in your own words and summarize the process of creating a mindset shift3. Incorporate habits in your daily routine that help create a mindset shift <p>UNIT 25 MAKE SPACE + TIME FOR YOU</p> <ol style="list-style-type: none">1. Evaluate and create space to increase balance in all areas of life2. Summarize the benefits of time management3. Utilize effective time management to create life balance4. Highlight the need for reevaluation of your personal life plan and explain why it's important5. Compare and contrast previous personal goals with current passions and interests6. Adjust your daily routine based on the needs revealed by the reevaluation of your life plans
LEADERSHIP	<p>UNIT 26 LEADERSHIP BASICS</p> <ol style="list-style-type: none">1. Explain what leadership and why it is important2. Identify your own personal leadership style3. Determine the key skills of an effective leader <p>UNIT 27 WHAT MAKES A LEADER</p> <ol style="list-style-type: none">1. Summarize how great leaders use their skills2. Grow your personal leadership skills through volunteering3. Explain the importance of goal-setting for a leader <p>UNIT 28 LEADERSHIP IN ACTION</p> <ol style="list-style-type: none">1. Describe the strategies used by successful leaders2. Implement leadership skills in your own life

FIND YOUR GRIND CURRICULUM LEARNING OBJECTIVES

CATEGORY	UNIT
LEADERSHIP	UNIT 29 LEVEL UP YOUR LEADERSHIP <ol style="list-style-type: none">1. Determine ways to build your own leadership skills2. Use leadership strategies to manage conflict and lead a virtual team3. Discover new opportunities to become a leader
MONEY	UNIT 30 MONEY BASICS <ol style="list-style-type: none">1. Outline what financial future means to you and reflect on your current money habits2. Define basic financial terms3. Evaluate your current financial situation UNIT 31 BUDGETING + EXPENSES <ol style="list-style-type: none">1. Define budgeting and explain its importance2. Create a personalized budget3. Explain how money is typically spent in a budget UNIT 32 MAKING MONEY MOVES WORK FOR YOU <ol style="list-style-type: none">1. Summarize the keys to making money doing what you love2. Connect your passions to money making opportunities3. Define basic terms around the topic of investing4. Evaluate how investing will impact your future UNIT 33 TAXES + GOVERNMENT <ol style="list-style-type: none">1. Explain the reason for taxes and their benefit2. Summarize the three types of taxes3. Differentiate the three basic levels of government4. Explain how to get involved in the political process UNIT 34 BANKING BASICS <ol style="list-style-type: none">1. List the differences between types of bank accounts and how banks work2. Explain the basics of credit and debit cards and how they can be used3. Demonstrate good credit card habits UNIT 35 LIFESTYLE + MONEY <ol style="list-style-type: none">1. Explain the flipped funnel approach to lifestyle planning including finances2. Reevaluate the financial aspect of your lifestyle roadmap
FUTURE READY	UNIT 36 THE FUTURE BELONGS TO THE MISFITS <ol style="list-style-type: none">1. Develop a personal meaning of “Misfit” as it applies to YOU2. Review and connect previous self-reflection and discovery with Misfit lifestyle goals3. Reevaluate your Lifestyle Roadmap based on your future readiness and journey in Find Your Grind4. Create your Misfit statement

FIND YOUR GRIND CURRICULUM LEARNING OBJECTIVES

THEMES	36-UNIT CURRICULUM	27-UNIT CURRICULUM	18-UNIT CURRICULUM	9-UNIT CURRICULUM
<p>Kickstart your personalized learning journey and understand the lifestyles that can define your career journey by taking...</p> <p>Starter Kit: The WHY and HOW to begin living the life you want and being the person you want to be</p> <p>All About You: The path to self-discovery is a reflective journey to who you really want to be</p> <p>Brand and Network: Explore and define how you want to represent yourself and how to build your network.</p> <p>Opportunities: Explore pathways to multiple careers and develop the skills needed to be successful in the future of work.</p> <p>Lifestyle: Start the journey to the life you want to live and build the roadmap to happiness!</p> <p>Mindset and Balance: Life isn't always easy. Here are some tools to help you plan and find balance</p> <p>Leadership: Leaders set direction, inspire, and motivate. Are you ready to become a leader?</p> <p>Money: Money is a huge topic! Learn how to sync it up with your lifestyle</p> <p>Future Ready: Reflect on your Future Readiness and embrace your unique lifestyle, strengths, career goals, and more!</p>	<ul style="list-style-type: none"> → Future Ready Assessment → Lifestyle Assessment → Career Compare 	<ul style="list-style-type: none"> → Future Ready Assessment → Lifestyle Assessment → Career Compare 	<ul style="list-style-type: none"> → Future Ready Assessment → Lifestyle Assessment → Career Compare 	<ul style="list-style-type: none"> → Future Ready Assessment → Lifestyle Assessment → Career Compare
	→ Unit 1 Starter Kit			
	→ Unit 2 All About You			
	→ Unit 3 All About Your Personality + Interests	→ Unit 3 All About Your Personality + Interests	→ Unit 3 All About Your Personality + Interests	→ Unit 3 All About Your Personality + Interests (Part I)
	→ Unit 4 All About YourSELF	→ Unit 4 All About YourSELF	→ Unit 4 All About YourSELF	→ Unit 3 All About Your Personality + Interests (Part 2)
	→ Unit 5 Your Life Cycle Journey	→ Unit 5 Your Life Cycle Journey	→ Unit 5 Your Life Cycle Journey	
	→ Unit 6 All About Your Communication	→ Unit 6 All About Your Communication	→ Unit 6 All About Your Communication	
	→ Unit 7 Your Personal Brand + Network	→ Unit 7 Your Personal Brand + Network	→ Unit 6 Your Personal Brand + Network	→ Unit 4 Brand + Network
	→ Unit 8 Brand + Digital Reputation	→ Unit 8 Brand + Digital Reputation	→ Unit 7 Brand + Digital Reputation	
	→ Unit 9 Social Media	→ Unit 9 Social Media	→ Unit 8 Your Network	
	→ Unit 10 Your Network	→ Unit 10 Your Network		
	→ Unit 11 Network Like a Pro	→ Unit 11 Network Like a Pro		
	→ Unit 12 Future-Proofing	→ Unit 12 Future-Proofing	→ Unit 9 Future-Proofing	→ Unit 5 Opportunities
	→ Unit 13 Power Skills	→ Unit 13 Opportunities	→ Unit 10 Opportunities	
→ Unit 14 Opportunities	→ Unit 14 Opportunity Pathway	→ Unit 11 Opportunity Pathways		
→ Unit 15 Opportunity Pathways	→ Unit 15 Professionalism	→ Unit 12 Your Unique Pathway		
→ Unit 16 Professionalism				
→ Unit 17 Lifestyle	→ Unit 16 Lifestyle	→ Unit 13 Lifestyle	→ Unit 6 Lifestyle	
→ Unit 18 Gauge Your Lifestyle	→ Unit 17 Gauge Your Lifestyle	→ Unit 14 Gauge Your Lifestyle		
→ Unit 19 Exploring Lifestyles	→ Unit 18 Exploring Lifestyles	→ Unit 15 Exploring Lifestyles		
→ Unit 20 Lifestyle Roadmap				
→ Unit 21 Planning + Goal Setting	→ Unit 19 Planning + Goal-Setting	→ Unit 16 Mindset + Balance	→ Unit 7 Mindset + Balance	
→ Unit 22 Balance Act	→ Unit 20 Balancing Act			
→ Unit 23 The Power of Gratitude	→ Unit 21 Reflecting on Your Plan			
→ Unit 24 Stress + Mindset Shifts				
→ Unit 25 Make Space + Time for You				
→ Unit 26 Leadership Basics	→ Unit 22 Leadership			
→ Unit 27 What Makes a Leader				
→ Unit 28 Leadership in Action				
→ Unit 29 Level Up Your Leadership				
→ Unit 30 Money Basics	→ Unit 23 Money Basics	→ Unit 17 Money	→ Unit 8 Money	
→ Unit 31 Budgeting + Expenses	→ Unit 24 Budgeting + Expenses			
→ Unit 32 Making Money Moves Work for You	→ Unit 25 Making Money Moves Work for You			
→ Unit 33 Taxes + Government	→ Unit 26 Taxes + Government			
→ Unit 34 Banking Basics				
→ Unit 35 Lifestyle + Money Goals				
→ Unit 36 Future Ready	→ Unit 27 Future Ready	→ Unit 18 Future Ready	→ Unit 9 Future Ready	

