

# COMMUNICATIONS CAREER ACHIEVEMENT AWARD

## Communications Achievements

Name: \_\_\_\_\_

(Certification: Adult leaders must initial and date each completed achievement.)

### Do nine of the following:

- 1a. Develop a plan to teach a communication skill (such as make a speech, introduce a speaker, etc.) approved by your Advisor.
- 1b. Create and make teaching several aids.
- 1c. Teach your skill to an individual, your post, a community group, or another group.
- 1d. Have your Advisor check to see whether the learner or learners have learned the skill.

Completed \_\_\_\_\_

- 2a. Pick an item or product to sell.
- 2b. Build a sales plan based on the item's positive points.
- 2c. Try to "sell" post members on buying the item from you.
- 2d. Reflect with the post members at a post meeting about how well you did.

Completed \_\_\_\_\_

- 3a. Demonstrate and practice how you would make a telephone call inviting someone who is an expert (in the field of your choice) to give a demonstration on their skill at a post meeting.
- 3b. Actually call an expert or consultant and ask him or her to make a presentation or demonstrate a skill at a post meeting.
- 3c. Greet this presenter before your post meeting.

Completed \_\_\_\_\_

4. Learn how to introduce a guest speaker, and then introduce a guest speaker at your post meeting or another group meeting of your choice, such as in your class, youth group, or community group meeting.

Completed \_\_\_\_\_

5a. Write a five-minute speech. Practice the speech, and then give it at a post meeting or another group of your choice.

OR

5b. Develop a presentation of at least five minutes on the skill that you have developed, and then make a presentation of your skill to your post, school group, or another community group.

Completed \_\_\_\_\_

6. As a facilitator, conduct a character education activity on an issue relevant to teens with a group of your choice such as your post, your class, or a club. Record your observations of the group and the process. Make a report from your notes at a post meeting.

Completed \_\_\_\_\_

7a. Prepare a news release for an upcoming post activity or special program and give it to the post officers for approval. Distribute the news release to local media.

OR

7b. Prepare a news release for an upcoming activity or special program for a group such as your post, your school class, or another group. Make sure you get approval before you release it to the media.

Completed \_\_\_\_\_

8. Develop a plan to make news or newsworthy opportunities for your post or another group approved by your officers. Use one of the following ways to create news: (a) Stage an event; (b) work with a newspaper, radio, or TV station on a project; (c) arrange an interview with the post Advisor; (d) organize an awards presentation in the post; (e) tie in to a well-known week or day; (f) organize a tour.

Completed \_\_\_\_\_

9. Produce for your council, post, or group of your choice a public service announcement (PSA) approved by your Advisor. Take a color slide, photo, or video clip that is an interesting representation of what you are promoting, develop a brief script, and submit both to the public service director of a local media outlet.

Completed \_\_\_\_\_

10a. Prepare a personal résumé that you would use in applying for a job.

10b. Have a friend act as an interviewer while you role-play an interview for a job.

10c. Discuss with two adults what they did to prepare for their careers, what they think is important to include on a résumé, and what they think is important when interviewing. Let them critique your résumé.

10d. Research careers in the field of communications or public relations. Write a one-page statement on the education, skills, and training needed for one that you are interested in. Talk over with your Advisor or make a brief presentation to your post on what you have discovered.

Completed \_\_\_\_\_

11. Write a review on how communications affect the day-to-day activities of individuals and the public.

Completed \_\_\_\_\_

12a. Write to the editor of a magazine or your local newspaper to express your opinion or share information on a subject of your choice.

12b. Write to an individual or organization to request information on a subject of your choice.

Completed \_\_\_\_\_

13. Create a Web page for yourself or to give information about your Explorer post, group, school class, or another organization. Include at least one article and one photograph or illustration.

Completed \_\_\_\_\_

14. Attend a regional or national communications conference as either a staff member or participant.

Completed \_\_\_\_\_

## Resources

*Explorer Leader Handbook* (No. 34637A) and Learning for Life Web site ([www.learning-for-life.org](http://www.learning-for-life.org))

## Qualifying Achievements

Because of the design and flexible nature of the program, Advisors and adult leaders are permitted a reasonable degree of latitude in substituting appropriate achievements that serve to meet the qualifying requirements for the Learning for Life Career Achievement Award.

## Requirements

Explorers or Learning for Life participants can earn any Career Achievement Award in one or all of the 12 career clusters. To earn a Career Achievement Award, the candidate must provide *50 hours of community service and complete any nine career achievements*. The Explorer post Advisor or adult high school Learning for Life group leader certifies that each Explorer or Learning for Life participant has satisfactorily performed 50 hours of community service and verifies that each candidate has completed at least nine achievements within the career cluster.