

3rd Grade Career Development
Activity #7: Government and Public Administration Careers
Estimated time: 30-45 minutes

National Career Development Guidelines Indicators

ED1 - Attain educational achievement and performance levels needed to reach your personal and career goals

- ED1.K7 - Recognize that your educational achievement and performance can lead to many workplace options
- ED1.K8 - Recognize that the ability to acquire and use information contributes to educational achievement and performance

ED2 - Participate in ongoing, lifelong learning experiences to enhance your ability to function effectively in a diverse and changing economy

- ED2.K3 - Recognize the importance of being an independent learner and taking responsibility for your learning

CM3 - Use accurate, current, and unbiased career information during career planning and management

- CM3.K2 - Recognize that career information includes occupational, education and training, employment, and economic information and that there is a range of career information resources available
- CM3.K4 - Identify several ways to classify occupations

CM4 - Master academic, occupational, and general employability skills in order to obtain, create, maintain, and/or advance your employment

- CM4.K4 - Recognize that many skills are transferable from one occupation to another

Goal:

Students will investigate careers in the **Government and Public Administration** Career Cluster.

Objectives:

- Understand that a career cluster is a grouping of occupations based on commonalities
- Recognize that the **Government and Public Administration** Career Cluster includes careers that execute the government functions of governance; national security; foreign service; planning; regulation; and management and administration at the local, state, and federal levels.
- Investigate careers in the **Government and Public Administration** Career Cluster.

Materials:

- 3rd Grade Career Development Activity #7– **Government and Public Administration Careers: The People in Government** handout
- Writing Materials

Activity:

1. “Today we’re going to learn about occupations in the **Government and Public Administration** Career Cluster. Does everyone remember what a Career Cluster is? **A career cluster is a grouping of occupations based on things they have in common.**”
2. “The **Government and Public Administration** Career Cluster includes jobs that execute the government functions of governance; national security; foreign service; planning; regulation; and management and administration at the local, state, and federal levels.” *Write this on the board.*
3. “This career cluster contains many jobs, but before we talk about some of them, I want to know what you think of when you think of jobs in the government.” *Allow time for discussion. Write down their responses. Some possible responses: senators, governors, the President, police, postal service clerks, mail carriers.*
4. “As you can see, there are many ideas out there for jobs in the government.” *Distribute **Government and Public Administration Careers: The People in Government** handout. Go over the job categories and examples listed. Ensure students understand before moving on.*
5. “Now, let’s have some fun and pretend that we do some of these jobs.” *Divide students into four groups. Assign each group the occupation from the handout. Have them develop a skit showing what people in the occupation do. Encourage them to be creative. Walk around and offer assistance as needed.*
6. *When the groups are done developing their skits, allow them to share their skit with the class. After all the skits are shared, have students discuss what they think about some of the jobs in government. Have them think about whether they might want to do some of these occupations one day.*

Evaluation:

Students will be evaluated on their participation.

Handout #1

Government and Public Administration Careers: The People in Government 3rd Grade Career Development: Activity #7

Governance occupations: These occupations involve participation in creating, executing, and interpreting laws.

Example: Legislators (Representatives and Senators) - Develop, introduce or enact laws and statutes at the local, tribal, state, or federal level. Includes only workers in elected positions.



National Security occupations: These occupations involve protecting citizens and ensuring their safety.

Example: Special Forces - Implement unconventional operations by air, land, or sea during combat or peacetime as members of elite teams. In addition to their combat training, special forces members often have specialized training in swimming, diving, parachuting, survival, emergency medicine, and foreign languages.



Public Management and Administration occupations: Workers in these occupations help people take care of their business in government offices or facilities.

Example: Court Clerks - Perform clerical duties in court of law; prepare docket of cases to be called; secure information for judges; and contact witnesses, attorneys, and litigants to obtain information for court.



Regulation occupations: Workers in these occupations help to ensure that laws are being followed.

Example - Environmental Compliance Inspectors: Inspect and investigate sources of pollution to protect the public and environment and ensure conformance with Federal, State, and local regulations and ordinances.

