

HS.HECPS.D.4

STANDARD STATEMENT:

Understand the hiring process and human resource procedures by analyzing common employment situations.

ESSENTIAL QUESTIONS:

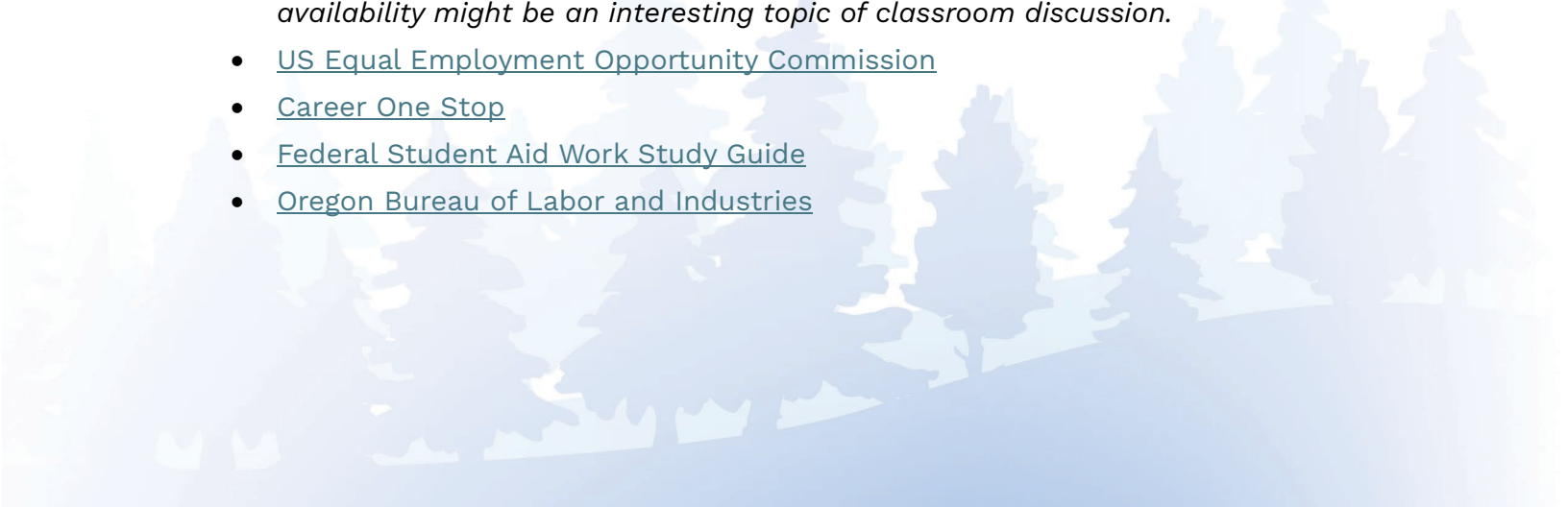
By the end of the unit, students should be able to answer:

- How can employees advocate for themselves in the hiring process and workplace?
- What are key rights and responsibilities that employees should understand to navigate workplace challenges successfully?
- What are successful approaches to managing conflict with workplace team members?

PNWFCU LESSONS THAT MEETS THE STANDARD:

- [Employee Benefits](#)
- [Earning Potential](#)

SUPPORTING RESOURCES:

- [Oregon Higher Education & Career Path Skills](#)
 - [US Department of Labor – Employee Rights](#) *Note: This page is currently not available due to the suspension of federal government services. The lack of availability might be an interesting topic of classroom discussion.
 - [US Equal Employment Opportunity Commission](#)
 - [Career One Stop](#)
 - [Federal Student Aid Work Study Guide](#)
 - [Oregon Bureau of Labor and Industries](#)
- 

POTENTIAL STUDENT ACTIVITIES:

- Mock Job Offer Analysis: Students receive different job offers and evaluate salary, benefits, and workplace policies to determine the most favorable option.
- W-4 and I-9 Completion Exercise: Using sample forms, students practice filling out employment documentation.
- Employment Rights Role-Playing: Students act out scenarios involving requesting time off, reporting harassment, or negotiating employment terms.
- Employee Handbook Exploration: Students review real-world employee handbooks to identify key policies and discuss their significance.
- Case Study on Workplace Conflict: Students analyze a workplace conflict scenario and propose solutions using effective communication strategies.

QUESTIONS:

Kristin Mullady

Financial Education Specialist

kristinm@pnwfcu.org



PACIFIC NW
FEDERAL CREDIT UNION

Want more resources like this?
Visit: pnwfcu.org/school-resources

