

Frequently Asked Questions

What is the schedule of a WBL student?

Students attend their WBL placement four half-days per week and the Career Skills Center one half-day per week.

Are there any staff to help students at work?

Students are supported by an on-site job training specialist employed by BOCES 2. WBL staff also collaborate with classroom staff to support student needs.

How do students get to Work-Based Learning?

Transportation to and from work is provided by a student's home school district.

What if a student needs to miss a day of work?

Students are encouraged to attend regularly and report their absences directly to the supervisor at their WBL placement. In addition to this, parents/guardians are required to report absences to program staff.



What if a student wants to switch WBL sites?

Students will have the opportunity to tour sites of interest and practice interview skills.

What are the requirements for students to participate in Work-Based Learning?

Students must be referred by their home district, have a work permit if under 18, and complete a WBL application (including medical clearance from their school nurse). For select WBL sites, students are required to complete additional requirements before placement.

Participating Work-Based Learning Placements

BOCES 4 Science

Churchville-Chili Food and Nutrition Services

College Greene Apartments

CoreLife Eatery (Greece)

Gardens at Town Center

Goodwill (Brockport)

LAICO Industries

Operations & Maintenance Department (BOCES 2)

Rochester Regional Health – Unity Hospital

Rochester Tech Park (BOCES 2)

SUNY Brockport - Brockport Auxiliary Service Corporation (BASC)

SUNY Brockport Facilities

Tops (Gates, Spencerport)

Trio Community Meals



Referral and enrollment is coordinated through the student's home school district.

Program Supervisor

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Work-Based Learning



What is Work-Based Learning?

Program Goals

Career Skills Center

Work-Based Learning (WBL) is a cooperative effort of Monroe 2–Orleans BOCES, area schools and the community. WBL provides unpaid work opportunities for students to discover career interests and aptitudes. The entire community becomes the classroom as students work towards individual goals and receive ongoing support, feedback and assessment from BOCES 2 staff.

Students who participate in WBL may receive school credits and/or necessary hours toward the Career Development and Occupational Studies (CDOS) Commencement Credential.

There are approximately 85 students in the WBL program. Worksites include hospitals, apartment complexes, cafés, retail stores and school buildings. Students have the opportunity to try various job duties within their site or other placements within the program.



New opportunities are continually explored and developed throughout the school year to fit student needs and interests, as well as job market trends for entry level workers.

Career Exploration Center

The Career Exploration Center is a short-term, classroom-based placement for students who are new to the program or have experienced challenges that require focused goal setting and skill-building before reentry into a WBL placement. Classroom staff support students in setting goals and identifying barriers to success, while helping them earn WBL hours and develop skills through work experiences, such as a student-run café, clothing closet and library.

Students who participate in Work-Based Learning will:

- Prepare for the world of work through supported, on-the-job experiences
- Develop transferable work-readiness skills
- Learn about expectations that companies have for their employees
- Explore jobs of interest
- Gain self-awareness
- Build positive work attitudes and habits
- Set personal career development goals
- Receive ongoing feedback

Evaluation of Work-Readiness Skills

Students are evaluated quarterly, receiving ratings and comments based on their progress of skills identified in the NYS Employability Profile. In subsequent quarters, students focus on developing these skills and will have the opportunity to receive feedback on their progress.

Examples of skills include: Attendance, Workplace Appearance, Communication, Conflict Resolution, Health & Safety, and Quality of Work.



The Career Skills Center is a classroom-based placement that WBL students attend one half-day each week. Each session contains a blending of students from various sites, providing students with the opportunity to reflect on their experiences, learn from others, and become more familiar with the overall program and expectations in various types of jobs. Students receive a grade and may earn up to one elective credit toward graduation. Topics and skills covered here provide depth and understanding to the skills that are developed at the student's site.

Additionally, students work through various assignments to help them design measurable work-related goals, monitor progress and reflect on their experiences at work.

Unit #1: Workplace Knowledge

Unit #2: Health & Safety

Unit #3: Workplace Skills

Unit #4: Effective Communication

Unit #5: Intrapersonal Skills

Unit #6: Acquiring a Job

While at Career Skills students will:

- Participate in Job Club to discuss their job responsibilities and any issues from work
- Learn and practice skills needed to obtain a job such as job applications, resumes and interviews
- Explore career options and apply decision-making skills to select a career of interest
- Receive direct instruction on work-readiness skills