

**61. Law, Public Safety, Corrections, and Security Cluster - Parking Enforcement Careers (4 hours)**

**Purpose/Abstract:** To introduce students to entry-level careers in parking enforcement and the skills required.

**NCCCS Adult Education Standards:** R.4.2.1, W.3.2.5, M.2.2.1

**Learning Objective:**  
*By the end of the session, students will be able to:*

- Describe the responsibilities and duties of Parking Control Officers and explain the importance of their role in maintaining order and safety in public parking areas.
- Recognize and discuss the soft skills (communication, attention to detail, patience, conflict resolution) necessary for a successful career as a Parking Control Officer.
- Understand the knowledge areas required for the role of a Parking Control Officer (PEO), including familiarity with parking ordinances and regulations, the use of handheld computers, and basic understanding of safety and government protocols.

<b>Soft Skills</b>	Communication	<b>Resources</b>	<a href="#">33-3041.00 - Parking Enforcement Workers</a> <a href="#">Hands On City Jobs: Parking Enforcement</a>  Handouts: Math Practice - one for each student
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**Additional Materials**

- Math Practice Handout, one for each student.
- Arrange for a few toy cars, mini parking cones, prints of traffic signs, etc, for the scavenger hunt activity.
- Art supplies (glue, glitter, markers, paint, etc.)
- Pencils, paper, and scissors
- Computers for student use

<b>Icons</b>	 <b>Activity</b>	 <b>Check-In</b>	 <b>Review</b>
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**PREPARATION**

- Review the math practice handout and solve them ahead of the class to have the answers ready.
- Review the [Instructional Support Guide](#) and print/prepare referenced scaffolds.
- Print handouts.
- Familiarize yourself with [O\\*NET](#)
- Familiarize yourself with [Skills to Pay the Bills](#), though it won't be used directly in this lesson.

**INTRODUCTION (30 min)**

Welcome students to the class!

In a parking lot or in different areas in the classroom, hide small objects related to parking (e.g., toy cars, mini cones, handmade traffic signs, etc).



Divide students into pairs or small groups. Provide a list of items to find. Students must search for these items together. This ice-breaker introduces the parking theme while encouraging teamwork and communication.

Discuss the importance of parking rules in everyday life. Introduce the concept of Parking Control Officers or Parking Enforcement Officers (PEOs). Explain that PEOs play a vital role in maintaining order and safety in public parking areas.

Have a few students share prior knowledge or experience with PEOs.

Introduce the objectives of the session.

**Instructor Note:** It might help to check how many students drive on their own and provide examples or ask probing questions taking that into consideration.

### VOCABULARY, READING & WRITING (45 min)

Present these words and their definitions to the class. Consider projecting them and explaining what each word means in simpler words with examples.

**Violation:** An act of breaking or not following the parking rules and regulations.

**Enforcement:** The action of ensuring that parking rules and regulations are followed.

**Ticket:** A piece of paper given to a vehicle owner when they violate parking rules, usually indicating a fine to be paid.

**Ordinance:** A law or regulation related to parking, often specific to a city or area.

**Compliance:** Following and obeying the parking rules and regulations.

**Infraction:** A minor violation of parking rules, often resulting in a warning or a smaller fine.

**Citation:** A formal notice or document issued by a Parking Control Officer (PEO) indicating a parking violation.

**Adjudication:** The process of resolving parking ticket disputes and appeals through legal procedures.

Clarify any doubts on these terms and assign students a writing activity in which they will write about why parking enforcement officers are important using at least three words from this list. Each student should write a minimum of five sentences. Instruct students to think about what soft skills are important for PEOs.

 REFLECTION (20 minutes)

✓ Have all students read out what they've written. Ask supportive probing questions as required. Getting all the students to read their paragraphs will help students share their thoughts while listening to their

peers' thoughts. Guide a short discussion about the challenges PEOs might face in their jobs. Highlight the importance of effective communication for parking enforcement careers.

**Lower Level**

Individually or in small groups provide sentence starters to help students with their writing.

**Higher Level**

Encourage students to write longer paragraphs and include some challenges PEOs might face while doing their jobs.

**MATHEMATICS (45 min)**

Review measurements using standard units with the class. Discuss how to convert units from one unit to another using practice sheets from the previous lessons.

Write down the common conversion units on the board, i.e, meters to inches, inches to feet, centimeters to feet, etc.

Distribute the math practice worksheet and have the whole class complete the first five problems. Review the answers and clarify any doubts. As an extension activity, have students work on the next five problems while you work one on one with students who need more support.

 REFLECTION (10 minutes)

✓ Review all the answers. Have a few students share their strategies for solving problems 5-10.

**Lower Level**

Pair students up and provide individual support as required.

**Higher Level**

Challenge students to time themselves for each problem and try to beat their own time for the next problem!

**GROUP WORK (75 min)**

Share [33-3041.00 - Parking Enforcement Workers](#) with the class.

Divide students into groups of 3. Allow sufficient time for groups to read about the role. Once the groups have a fair idea about the role provide the following instructions:

- Ask each group to select one or two key responsibilities of the PEO role that they find interesting or important. They should focus on responsibilities that require effective communication skills.
- Instruct the groups to create a short role-play scenario where they demonstrate how a PEO would handle these responsibilities using effective communication skills.
- Each group should assign roles and act out their scenarios.

Once they've acted out the scenarios, ask them to discuss the other skills required for the role and how they can get better at these skills.

 REFLECTION (15 minutes)

✓ After the role-plays, lead a class discussion.

Ask each group to present their scenario and explain how effective communication was crucial in carrying out their chosen responsibilities. Encourage students to share their observations and insights about the importance of communication in the role of a PEO. Discuss other soft skills (attention to detail, patience, conflict resolution) related to the role and how they contribute to success.

Check for understanding by asking questions and involving all students in the discussion.

**INDEPENDENT WORK TIME (30 min)**

Explain to the students that they will be watching a video that provides a firsthand look at the daily responsibilities of a Parking Control Officer. Emphasize that they should pay attention to the various knowledge areas that are essential for this role.

Play this video and encourage students to take notes: [Hands On City Jobs: Parking Enforcement](#)

After watching the video, have students write a short summary on what they watched. Encourage students to pay special attention to the devices used by PEOs and the routine tasks they do in a day to include in their summaries.

Ask a few volunteers to read out their summaries.

Summarize the key takeaways from the video and the discussion.

**Lower Level**

Provide sentence starters to help students with their summaries.

**Higher Level**

Encourage students to research more on the devices used by PEOs and share what they learned.

**WRAP-UP & REFLECTION (15 min)**

Ask students to share one new thing they found interesting in this lesson.

Distribute exit slips to students.

Ask for a few volunteers to share their reflections.

Collect and review the answers.

# Math Practice

**Directions:**

- Solve the following problems and show your work.
- Refer to the conversion chart on the board when required.

1. A parking space is 10 feet long. Another parking space is 15 feet long. How much longer is the second space than the first in feet?
2. A PEO measures a parking lane, and it is 25 feet long. How many meters is this lane?
3. Two parking signs are placed 6 feet apart. If a PEO stands in the middle, how far is the PEO from each sign?
4. A PEO needs to measure the width of a parking lot. The width is 50 feet. If the PEO wants to express this width in inches, how many inches is it?
5. A PEO is measuring a parking space that is 9 meters long. How many centimeters is this space?
6. A PEO is tasked with measuring the width of a parking lane in both feet and meters. The width is 18 feet. Calculate the width in meters, and then find the difference between the two measurements.
7. A parking lot has 10 parking spaces. Each space is 12 feet long. Calculate the total length of all the parking spaces in **inches**.

8. A PEO measures the length of a parking lane, and it is 7.5 meters long. Convert this length to feet, and then calculate how many inches it is.
  
9. A PEO is measuring the distance between two parking signs using a measuring tape that has both feet and centimeters. The distance is 9 feet and 274 centimeters. Calculate the total distance in centimeters.
  
10. A parking space is 5 meters long. A second parking space is 120 inches long. Convert both lengths to feet, and then find the difference between the two measurements.

## Reflection Exit Slip

In one sentence, describe what you learned in this lesson.

Today, I learned \_\_\_\_\_.

Is one of the careers discussed today of interest to you? Why or why not?

I liked / did not like \_\_\_\_\_ career because \_\_\_\_\_

\_\_\_\_\_

Is there anything you still need help understanding?

What's one question you have?

Circle the emoji that shows how you feel about your mastery of content in this lesson.



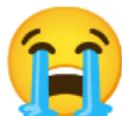
Happy



Smart



Confused



Sad



Angry