

Career Exploration Guidebook

Victoria College Career Services

Note: This document is best used in conjunction with a career advisor or professional providing guidance to the participant.



Name:

Date:

Current Major or career path:

Careers I have some interest in:

STEP 1: GET TO KNOW YOURSELF

What do I enjoy doing in my free time?

What do I not enjoy?

What am I good at?

What am I not so good at?

What are my favorite things to learn about?

What are my top five values?

What motivates me (money, helping people, self-growth, etc.)?

How long do I want to be in school?

Where do I want to go to school (location not specific school)?

Where do I want to live someday?

What kind of lifestyle do I hope to have?

If taken, what do my career assessment results say? Are they accurate?

What are the top three things that are most important to me in my future career? *Examples: Schedule that is flexible, 8-5 schedule, a job where I work with people, a job that is different everyday and exciting, a routine job where I know what to expect every day, a job in Victoria, etc. Think of characteristics of a career not specific duties. What do you want your daily life to look like?*

- 1.
- 2.
- 3.

STEP 2: EXPLORE WHAT IS OUT THERE

Review program options at Victoria College or another institution of interest. Write down any programs that catch your eye.

Take a Career Exploration assessment. To access the Focus 2 Career Assessment visit Victoriacollege.edu > *Graduation & Beyond* > *Career Services* > *Unsure of my Career* > Focus 2. Write down careers that interest you based on your answers to the assessment and questions above.

If you wish to skip the assessment, explore what is out there (check out the tools below to get lists of various career pathways). Write down careers that interest you and pick your top three.

- Onetonline.org
- Careeronestop.org

Dig deeper. Pick your top three careers of interest to explore in more depth. Fill out the information below for each career.

1. Career name or major:

Average salary:

Education needed:

Schools:

Pros

Cons

Scale rating (on a scale of 1 to 10, 1 being not interested, 10 being ready to get started, where do you rate your interest in this career?):

2. Career name or major:

Average salary:

Education needed:

Schools:

Pros

Cons

Scale rating (on a scale of 1 to 10, 1 being not interested, 10 being ready to get started, where do you rate your interest in this career?):

3. Career name or major:

Average salary:

Education needed:

Schools:

Pros

Cons

Scale rating (on a scale of 1 to 10, 1 being not interested, 10 being ready to get started, where do you rate your interest in this career?):

STEP 3: CHECK YOUR KNOWLEDGE

Now that you have explored your interests and options it is time to go one step further! Job shadowing and volunteering can be great ways to gain a deeper understanding of your career of interest. It is important to have a realistic idea of the day-to-day duties performed in this career.

List the careers you are interested in shadowing or volunteering with below:

- 1.
- 2.
- 3.
- 4.

Research organizations in town that can be contacted for shadowing or volunteering. Keep track of these below:

Interview. If shadowing is not an option, informational interviews are another great way to learn more about a career. Find professionals that are working in jobs that interest you and ask if they would be willing to answer questions you have about their work.

Check qualification requirements. Do a job search to review what qualifications are needed to be successful in your field. For example, if you are interested in becoming a Biological Field Technician you will search for Field Technician jobs. Review the responsibilities and education requirements found on the job posting to ensure they align with your current pathway.
