Career Decision Making
...and YOU !!!

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CAREER DEVELOPMENT CENTER
http://cdc.newark.rutgers.edu
A Career Planning Model

Who are you?
Assess yourself.

What are your career or academic options?
Assess career or academic options

Set objectives and test possibilities
Decision Making
Affirm or Conflict

Source: Strong Interest Inventory Strategies for Group and Individual Interpretations in College Settings.
YOUR ASSIGNMENT ... 

Write a COMPREHENSIVE “SELF-APPRAISAL” of:

1.) YOURSELF
2.) YOUR (CAREER) PLAN following the Planning Model
FIRST - You’ll Write About ...

- Who You Are
- You’ll Assess Your Skills & Abilities
- You’ll Consider Personality Factors and Values
- You’ll Factor in Lifestyle Concerns
SKILLS: Preferred vs. Required

• What skills do you already possess?
• Which do you need to strengthen?
• Which do you still need to acquire?
• Are these skills attainable?

• EXAMPLES
### EVERY Employers Top “10”

<table>
<thead>
<tr>
<th>COMMUNICATIONS</th>
<th>Strong Work Ethic</th>
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<tbody>
<tr>
<td>Honesty / Integrity</td>
<td>Analytical Skills</td>
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<tr>
<td>Team Work Capacity</td>
<td>Adaptability (flexibility)</td>
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<tr>
<td>Interpersonal Skills</td>
<td>TECHNOLOGY</td>
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<tr>
<td>Motivation / Initiative</td>
<td>Self-Confidence</td>
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</table>
PERSONALITY FACTORS

- The “ways” that YOU do things;
- Extravert / Introvert
- Sensing / Intuition
- Thinking / Feeling
- Judging / Perceiving

- EXAMPLES (righty, lefty, both)
SECOND - You’ll Write About Your Choice of Business as a Major ....

- Why did you choose Business?
- Which Business Major is ...YOU?
- What are your ‘options’ with this Major?
- Which are your top 3 choices among these options?

- By writing about this, you’ll actually be preparing yourself to ‘talk’ about all of this when you are actually on your interviews!
THIRD - You’ll Write About ...

- Organizing a time-table you’ll begin to follow
- You’ll write about how you plan to “test” the possibilities you have identified in your research
- Outline your short and long term “decisions”
- Outline how you plan to put your academic and career plan into action !!!
Your ability to **evaluate** and **re-evaluate** yourself accurately is a key component for success...

Learning to assess yourself and keep a plan is an important skill in and of itself!
ASSIGNMENT GUIDELINES

- Spelling and Punctuation Count
- Demonstrate ‘critical thinking’ concerning career direction / compatibility
- Provide “examples” to make your point
- Presentation style (appearance)
- Be sure to cite your sources with “ ”
- Meet the assignment deadline date
Organize Your Assignment

- A Beginning, A Middle, & Conclusion
- Present Your Paper in Sections
- Type Written, 1.5 Spaced

- CONTENT more important than length
- 500-600 words -or- 2 typewritten pages
Your CDC Assignment Is Due On:

November 4, 2009
Next .... Applying all of this to the realities of the employment market

This is **KEY** to your **success** in today’s market!
Special Announcements

- Fall Career Fair: October 14, 2009 12:30-5:00 PM
- Graduate and Professional School Fair: October 28, 2009
- Internship/Summer Job Fair: January 27, 2010

- Next 3 “Activation Meetings”:
  10/13@4:30 PM; 10/19@11:30 AM; 10/30@11:00 AM