In your own words:

Why are you ready to take steps towards making a change?

What are some of things you would like to see change?

You are more likely to excel in your career if you choose a career path that lines up with your skills, interests, and goals.

Have you ever taken a skills and interest survey? If so, what are some of the career paths/jobs that match up to your skills and interests?

* + - Career path choice 1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Career path choice 2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Career path choice 3\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have hobbies? What about your hobby do you enjoy? These could include being creative, organizing activities, helping others, problem solving, physical activity, communicating, etc.

Have you ever had a job or been a volunteer? What kind of work would you like to do?

* Technical
* Management
* Craftsman/Foreman
* Service
* Farm/Other Labor
* Clerical
* Sales
* Other

What do you see as your work-related skills/strengths? Include knowledge of operating machines and equipment, ability to type, tools owned, etc.

Where do you see yourself in 5 years?

The next page asks for your employment history, job duties, and skills required to complete those job duties. This is another way to get you thinking about the valuable skills you have that you can contribute in a work environment. Once you have completed the following page, go back to the skills you made note of and compare.

|  |  |  |
| --- | --- | --- |
| Job Title | Job Duties | Skills Required to Complete Job Duties |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Skills are an important thing to think about when considering employment. It takes everyday skills that you may have learned from your parents, teachers, family members, friends, or past coworkers. Such skills include:

* Starting work on time (attendance),
* Dressing properly for work (self-presentation),
* Knowing how to use equipment at work (technical skills),
* Treating others with respect or treating them how you want to be treated (teamwork),
* Having a positive can-do attitude (showing initiative),
* Using social media (computer skills),
* Writing a journal (communication), and/or
* Working on or repairing stuff (problem solving skills).

Look at the skills above and see how they relate to your past experiences.  Look at the definitions for these skills and ask yourself:

* What examples in my life can I use to show that I have that skill?
* Did I use that skill while working on a school project? Volunteering? Past job? Hobbies?
* What are my interests? What skills do I like? What skills do I struggle with?
* What are my top 3 strongest skills?
* What are my 3 weakest skills? How are you going to enhance those skills?