

Hands-on Active Realistic Testing

Objective - Explore career interests and options.

Target Audience - Anyone looking to enter the workforce or re-enter the workforce in a different field or capacity.

Group size – one on one and up, any setting

Time required – 30 minutes initially, job shadowing dependent upon thoroughness.

Procedures/instructions – follow the steps and carry out the assignment and review process.

Overview

Seven step process: self inventory, information gathering, review of information, develop further exploration, establish goals and course of action, review, and revisit if necessary.

Self Inventory

Step 1: Select the top 2-5 careers you think you'd like to do or are planning on pursuing.

Step 2: Write down why you would like to do them, what specific parts you think you would like and dislike.

Step 3: (Priority Pie) Rank in a pie what is important to you vocationally. The bigger the portion you assign an item, the more important it is. Some category examples: hours worked per week, time off, money, power, advancement opportunities, job satisfaction, prestige etc.

Information Gathering

Step 4: Write down questions you would like to ask or have addressed by a professional in the career choices you selected.

Active Phase

Step 5: Assignment:

- Find/select 2-3 people established in the career field you chose that you wish to explore or better understand.
- Set up an appointment to ask questions, get feedback and job shadow them for a day of their work.
- Take worksheets from steps 1 -3 and the interview questions from step 4.
- Make sure to ask the following
 - o What they did to get where they are today
 - o What they would do differently if they could
 - o What they would recommend doing to pursue a career in their field
 - o Training requirements
 - o Education requirements
 - o Job opportunities
 - o Get feedback on self inventory steps
 - o Ask the questions developed in step 4
 - o Ask about areas of specialty in their career field
 - o Ask if the day you shadowed is a typical day
 - o Ask what they like and dislike about the job

Important note: Always ask why they answered your question the way they do.

Results Section

Step 6: Review the information gathered to see if further exploration is needed

Step 7: Establish goals and a course of action/ follow up to determine efficacy and further planning/action (if needed).