

Career Readiness for All



A great way to explore careers is to take a career interest survey. This tool helps you discover important things about yourself. Review the statements that describe things you like to do. Count the checkmarks for each color and write the total in the matching colored boxes at the bottom. The three highest scores are your Interest Profile. You can explore jobs with a matching interest profile to get potential career choices.

Exploring Career Interests

Read each statement below and put a checkmark in the box next to it if you agree.

do puzzles?	(I)	<div></div>	put things together or assemble models?	(R)	<div></div>
work on cars?	(R)	<div></div>	be creative?	(A)	<div></div>
attend concerts, theaters, or art exhibits?	(A)	<div></div>	pay attention to details?	(C)	<div></div>
work in teams?	(S)	<div></div>	do filing or typing?	(C)	<div></div>
organize things like files, offices, or activities?	(C)	<div></div>	learn about other cultures?	(S)	<div></div>
set goals for yourself?	(E)	<div></div>	analyze things like problems, situations, or trends?	(I)	<div></div>
build things?	(R)	<div></div>	play instruments or sing?	(A)	<div></div>
read fiction, poetry, or plays?	(A)	<div></div>	dream about starting your own business?	(E)	<div></div>
have clear instructions to follow?	(C)	<div></div>	cook?	(R)	<div></div>
influence or persuade people?	(E)	<div></div>	act in plays?	(A)	<div></div>
do experiments?	(I)	<div></div>	think things through before making decisions?	(R)	<div></div>
teach or train people?	(S)	<div></div>	work with numbers or charts?	(I)	<div></div>
help people solve their problems?	(S)	<div></div>	discuss things like politics or current events?	(S)	<div></div>
take care of animals?	(R)	<div></div>	keep records of your work?	(C)	<div></div>
have your day structured?	(C)	<div></div>	be a leader?	(E)	<div></div>
sell things?	(E)	<div></div>	work outdoors?	(R)	<div></div>
do creative writing?	(A)	<div></div>	work in an office?	(C)	<div></div>
work on science projects?	(I)	<div></div>	work on math problems?	(I)	<div></div>
take on new responsibilities?	(E)	<div></div>	help people?	(S)	<div></div>
heal people?	(S)	<div></div>	draw?	(A)	<div></div>
figure out how things work?	(I)	<div></div>	give speeches?	(E)	<div></div>

Total up your checkmarks by color and record the number in the colored boxes. The three letters with the highest scores are your Interest Profile.

Realistic	Investigative	Artistic	Social	Enterprising	Conventional	Three highest scores = your Interest Profile		
<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>			

The 16 career clusters are best explored after you know what careers or education programs best fit your personality and interests.

1. Agriculture, Food & Natural Resources
2. Architecture & Construction
3. Arts, Audio/Video Technology & Communications
4. Business, Management & Administration
5. Education & Training
6. Finance
7. Government & Public Administration
8. Health Science
9. Hospitality & Tourism
10. Human Services
11. Information Technology
12. Law, Public Safety, Corrections & Security
13. Manufacturing
14. Marketing, Sales & Service
15. Science, Technology, Engineering & Mathematics
16. Transportation, Distribution & Logistics

Expense Category	Monthly Expenses in \$
Housing	\$
Utilities & Cell Phone	\$
Food	\$
Transportation	\$
Clothes	\$
Health Care	\$
Entertainment	\$
Personal Care	\$
Miscellaneous	\$
Student Loans	\$
Family Expenses	\$
Savings	\$
Expense Total	\$
Income	\$
Balance	\$

Reality Check

Examine the life expenses listed in the left-hand column. In the right-hand column, estimate how much you will need to spend on each of these as an adult.

Setting Goals

S.M.A.R.T. Goal

- ✓ Specific
- ✓ Measurable
- ✓ Achievable
- ✓ Realistic
- ✓ Timely (deadlines)

1. Define your goal
2. Map out the steps achieve it
3. Identify obstacles to overcome

Plan Ahead

- Write resumes
- Apply for scholarships
- Job shadow
- Apply for college
- Interview for jobs or internships
- Earn credentials



Why Career Readiness?

The training and experience needed to perform certain jobs varies greatly across different industries and occupations. About two-thirds of all jobs across industries require some kind of degree. However, only about one-third of all jobs require a bachelor's degree or more.

Career readiness is important because it focuses on teaching the skills students need to succeed in real-world jobs. Some level of education is required for every job, but it is only part of what employers look for in potential employees. Employers are increasingly noting that soft skills, in addition to academic and technical skills (hard skills), are key to enabling employees to work successfully in an organization.

Employers identified the skills in Figure 1 as the most critical factors in their hiring and retention decision-making processes.



85% of ALL occupations utilize these skills

Jobs in the US by education level:

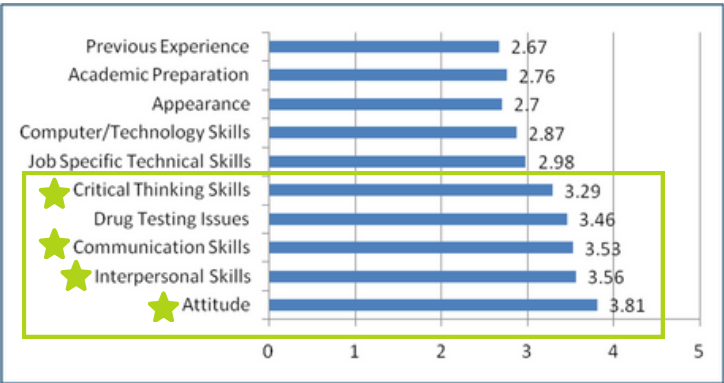
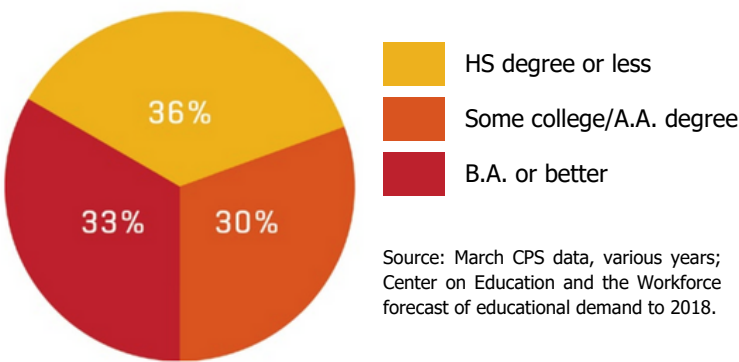


Figure 1: Factors in Hiring



Achievement Level 2

Earning an Achievement Level 2 credential indicates that the learner has the foundational skills to pursue O*NET Job Zone Level 2 career pathways. Job Zone 2 occupations require some work-related knowledge or experience and a high school diploma.

Achievement Level 3

Earning an Achievement Level 3 credential indicates that the learner has the foundational skills to pursue O*NET Job Zone Level 3 career pathways. Job Zone 3 occupations require a medium amount of work-related knowledge and experience. Preparation typically includes vocational school, on the job training, and/or an associate's degree.

Achievement Level 4

Earning an Achievement Level 4 credential indicates that the learner has the foundational skills to pursue O*NET Job Zone Level 4 career pathways. Job Zone 4 occupations require a considerable amount of work-related knowledge and experience and often require a four-year degree.

Achievement Level 5

Earning an Achievement Level 5 credential indicates that the learner has the foundational skills to pursue O*NET Job Zone Level 5 career pathways. Job Zone 5 occupations typically require extensive work-related knowledge and experience and a graduate degree.

