



Career Pathing Handout

Video: 15 minutes

- o A professional career is a _____ – a career path.
- o The ____ of any job is to achieve a level of _____ or stature in your field, so you can have choices in the future.
- o As you begin selecting a career path, you will need to make decisions about the:
 - Amount of _____ you want
 - ____ you want to acquire
 - ____ you hope to enjoy
 - ____ you envision
 - Type of ____ that might interest you
- o Take an honest look at your:
 - Career _____
 - _____
 - Current knowledge
 - _____
 - Personal _____
 - Time
 - _____
 - Education
- o Career goals will be _____ by the kind of lifestyle you want.
- o What kinds of things do you enjoy most?
- o What do you do especially well?
- o What subjects are you best at in school?

Consider Your Skills

- o Take a look at your skills:
 - Hard skills – teachable _____ or skills that are easy to measure, such as knowing a foreign language, typing speed, or computer skills.
 - o Things you either know or will ____.
 - o The hard skills you ____ will become evident.
 - Soft skills – your personal abilities, _____, attitudes, and _____ graces.
 - o Also known as _____ skills or _____ skills.
 - o Refer to the way you _____ to or interact with others.
 - Top soft skills are:
 - o _____
 - o _____
 - o _____

Choosing a Career

- o Choose a career that you think you'd ____ and be good at.
- o Finding the right ____ is the first step in getting on the right career path.
- o Explore the _____ and training needed for those jobs.
 - Four-year _____ in a non-trade field
 - Career tech or _____ school
 - Community college
- o You will always have to grow in your _____ development, no matter what career path you choose.

Goal Setting

- o Goal setting is a major component of the career _____ process.
- o Your _____, and the steps you take to achieve them, will make up your career _____ plan.
- o Break down your goals into:
 - ____ - ____ goals
 - Goals for the next ____
 - Goals for the next five years
 - ____ - ____ goals
- o Job _____ comes from knowing you are doing a good job, learning new skills, and providing for yourself and your family.
- o Make a _____, work hard, develop your _____, set _____, and start down the path to a meaningful and rewarding career.

Questions to Ponder:

- o What hard and soft skills do you have?
- o What are your career goals and career action plan?

NOTES: _____
