



MAKING CAREER DECISIONS

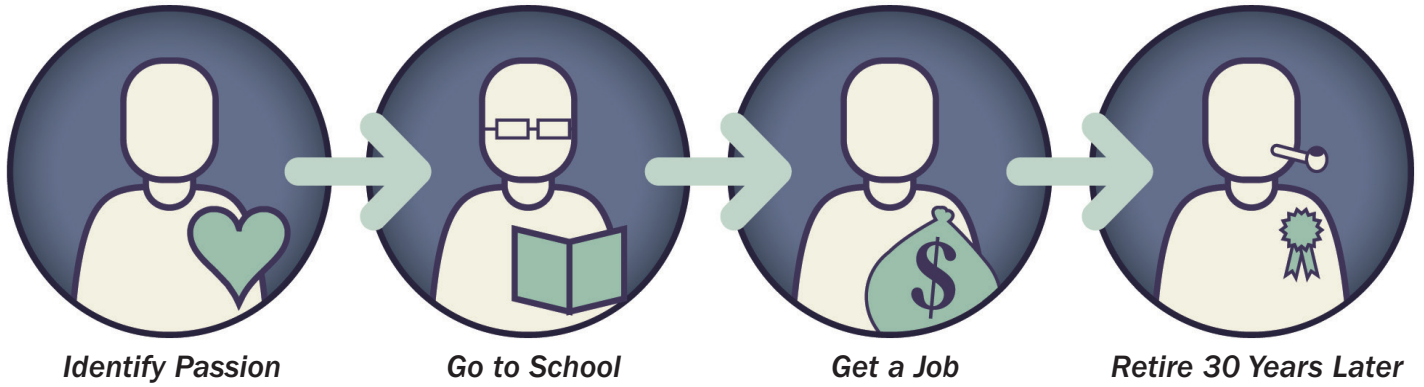
This guide can help if you are:

Unsure of which major to choose

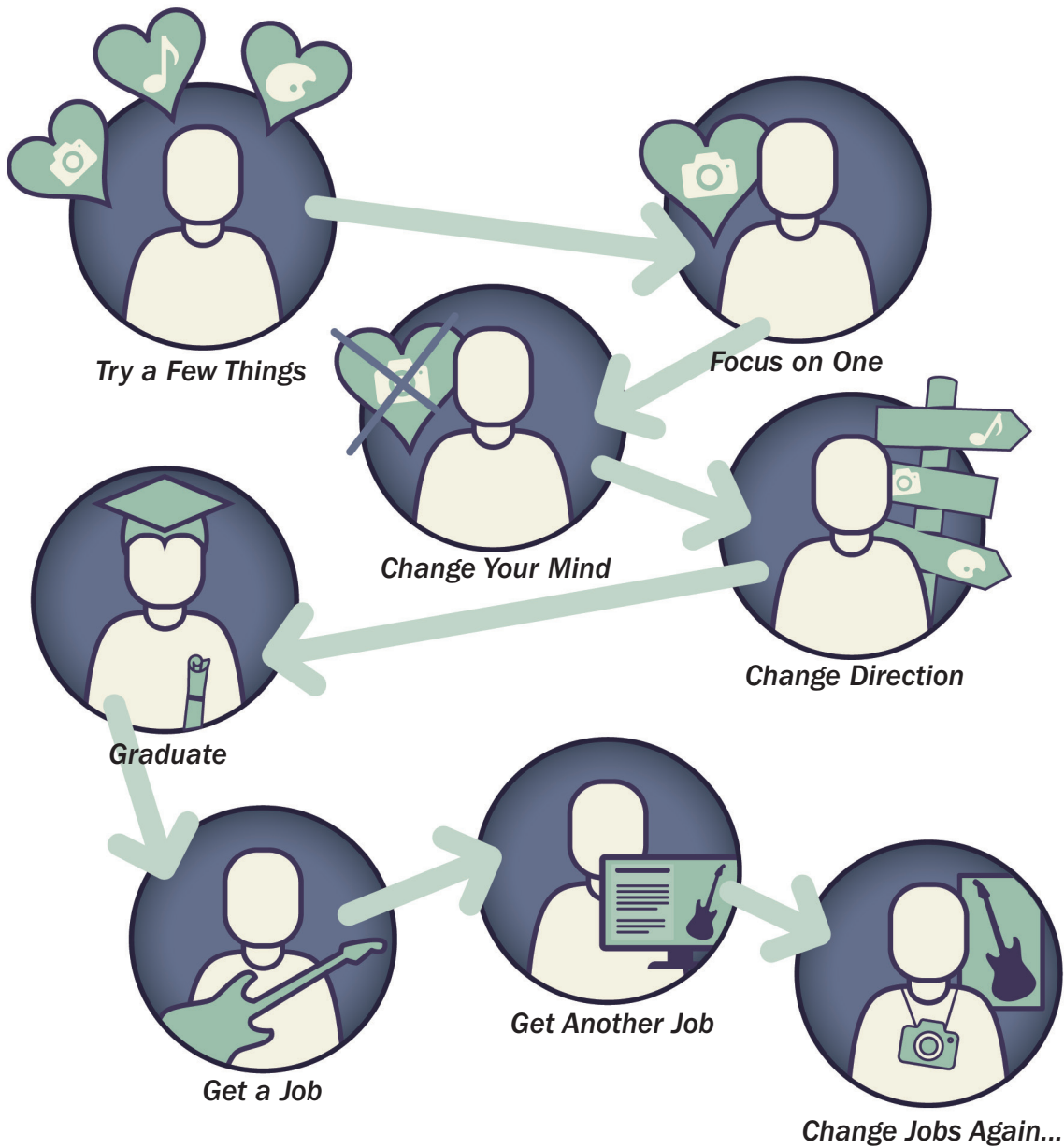
Graduating, and exploring career paths

Pretty sure of your path, but want confirmation that it's right for you

People often think that career paths work like this:



If only it were that easy! In reality, it looks more like:



See where this is going?

Career paths are messier than a lot of people realize. And if you enjoy nonlinear, surprisingly, challenging, but incredibly creative and interesting stories, you're in luck!

To be successful, you need to know yourself- really, really well-. This is not a topic isolated to the self-help section of the bookstore! You will be faced with roughly 297 major decisions in your life, and the only way to make a "right" decision is to know what you want/need/do well.

But let's start small, with your first job. We will deconstruct what makes you **successful**, and what makes you **happy**.

Job

This is the obvious part. This is what you do every day. It includes creating, communicating, leading, organizing, designing, producing, counting, organizing, writing, reporting, troubleshooting...

If you are **HAPPY** and **SUCCESSFUL** in your job, it means that you are both **INTERESTED** in most of the tasks you do, and your **SKILLS/STRENGTHS** align with those tasks.

Work Environment/Company

This is the setting in which you work. It includes factors like the size of the company, how formal or creative the culture is, your boss, your coworkers, and how structured your day is. To be happy and successful, there needs to be fit with your **PERSONALITY**.

Work/Life Interaction

This is your life! This includes everything else you do- including your family, your hobbies, your location, and in particular, how these factors interact with your **JOB**. To be happy and successful, there has to be a **VALUES** match.

Together Now

The four ingredients necessary to career success are:

Interests: what tasks do you like to do?

Personality: what is your style and how does that fit in different work environments?

Values: what is important to you? What do you need to get out of a job to be happy?

Skills/Strengths: what can you do? What are your natural strengths, and what skills have you built over time?



On to Sigi!

Sigi is a tool that helps you make career decisions by **assessing who you are** and providing **information about careers** you are considering.

Log in via www.colum.edu/sigi. Enter your email once you get to the Sigi site, and you will be emailed an access code.

Start with the **Assessments**. Skip the Fast Start. This is the quickest, but less effective path. Assessment questions will be broad, but be patient and don't look at the occupations list yet. You need to start by exploring who you are before we jump into what you can do!

Interests

Begin with Interests. Take the assessment, and you will be returned to the main menu. Click on Interests again and you will see your results.

Sigi uses 8 different interest categories. Mark your top three here.

- Arts & Humanities
- Business
- Education
- Engineering
- Health
- Science, Math & Agriculture
- Social & Behavioral Sciences
- Trades & Technology

(Interests = things you like to do/industries that appeal to you)

Values

Values are so crucial to your happiness on the job, and yet they can change so much over time! Values come down to what you want to get out of work. Values are relevant when you are evaluating specific jobs, but also impact your career choices. For example, individuals who want to work as photographers but place a high value on security often struggle with the disconnect between interests and work values.

Take the Values Assessment. Sigi focuses on 8 values, but there are many more. Mark your top three from Sigi, and choose an additional 5 from the second list.

From Sigi

- Contribution to Society
- High Income
- Independence
- Leisure
- Prestige
- Security
- Variety

Others

- Advancement
- Family Time
- Benefits
- Flexible Hours
- Predictable Hours
- Challenge
- Leisure Time
- Leadership
- Compatible Coworkers
- Moral Fulfillment
- Competition
- On-the-Job Training
- Creativity
- Diversity
- Easy Commute
- Excitement
- Travel
- Power and Influence

Which 5 values are non-negotiable?

(Values = what you want to get out of a job)

Skills and Strengths:

You are born with certain inherent strengths, and you continue to hone your strengths and build new skills with each new job or experience you take on.

Take a minute to **mark your top ten** from the list below.

- | | | |
|--|--|--|
| <input type="checkbox"/> Curious | <input type="checkbox"/> Assertive | <input type="checkbox"/> Quick |
| <input type="checkbox"/> Responsible | <input type="checkbox"/> Friendly | <input type="checkbox"/> Competent |
| <input type="checkbox"/> Able to manage stress | <input type="checkbox"/> Persevering | <input type="checkbox"/> Inventive |
| <input type="checkbox"/> Diplomatic | <input type="checkbox"/> Attention to detail | <input type="checkbox"/> Quiet |
| <input type="checkbox"/> Modest | <input type="checkbox"/> Good-natured | <input type="checkbox"/> Competitive |
| <input type="checkbox"/> Risk-taking | <input type="checkbox"/> Persuasive | <input type="checkbox"/> Kind |
| <input type="checkbox"/> Motivated | <input type="checkbox"/> Supportive | <input type="checkbox"/> Trustworthy |
| <input type="checkbox"/> Adaptable | <input type="checkbox"/> Helpful | <input type="checkbox"/> Confident |
| <input type="checkbox"/> Open-minded | <input type="checkbox"/> Poised | <input type="checkbox"/> Likeable |
| <input type="checkbox"/> Self-controlled | <input type="checkbox"/> Calm | <input type="checkbox"/> Realistic |
| <input type="checkbox"/> Adventurous | <input type="checkbox"/> Honest | <input type="checkbox"/> Understanding |
| <input type="checkbox"/> Efficient | <input type="checkbox"/> Practical | <input type="checkbox"/> Conscientious |
| <input type="checkbox"/> Optimistic | <input type="checkbox"/> Teachable | <input type="checkbox"/> Logical |
| <input type="checkbox"/> Sensible | <input type="checkbox"/> Careful | <input type="checkbox"/> Versatile |
| <input type="checkbox"/> Organized | <input type="checkbox"/> Humorous | <input type="checkbox"/> Conservative |
| <input type="checkbox"/> Ambitious | <input type="checkbox"/> Tenacious | <input type="checkbox"/> Loyal |
| <input type="checkbox"/> Empathetic | <input type="checkbox"/> Imaginative | <input type="checkbox"/> Witty |
| <input type="checkbox"/> Outgoing | <input type="checkbox"/> Progressive | <input type="checkbox"/> Mature |
| <input type="checkbox"/> Sincere | <input type="checkbox"/> Thorough | <input type="checkbox"/> Reserved |
| <input type="checkbox"/> Analytical | <input type="checkbox"/> Cheerful | <input type="checkbox"/> Creative |
| <input type="checkbox"/> Enthusiastic | <input type="checkbox"/> Independent | <input type="checkbox"/> Methodical |
| <input type="checkbox"/> Patient | <input type="checkbox"/> Punctual | |

Now return to Sigi and **take the Skills assessment**. Click back to your results. Top skills are:

_____	_____
_____	_____
_____	_____

Let's not Forget Technical Skills:

Computer Programs (including social media): _____

Language: _____

Equipment/procedures: _____

Other: _____

Skills = *tasks you are capable of doing* Strengths = *what you naturally do well*

Personality

There are certain ways you work best, certain style preferences that come completely naturally to you. Working against your preferences can be awkward, requiring a lot of focus and energy. For an informal assessment of personality, read the following and pick one from each row:

Where do you focus your attention?

Extroverts:

*Are you an "E"
or an "I"?*

Focus on the world around you
Talk through decisions and thoughts
Have a large group of friends
Comfortable in groups
Energized by interaction
Action- focused
Act first, then think

Introverts:

Internally, contemplative
Think through decisions/data
Smaller group of deeper friendships
Prefer small groups and one on one
Work with ideas, thoughts
Reflective and intentional
Think first, then do

How do you take in information?

Sensors:

*Are you an "S"
or an "N"?*

Focused on the present
What is real and practical
Like hard facts
Prefer to perfect skills
Step by step approach
In tune with the five senses - what can be seen, heard, etc

Intuitives:

Focus on future possibilities
Can see connections and meaning
Theoretical
Always learning
Novelty
May skip steps
The sixth sense, hunches

How do you make decisions?

Thinkers:

*Are you a "T"
or an "F"?*

Logical and objective decision-makers
Think with their head
What is just?
Principles and 'rules' resonate
Black and white
Firm but fair

Feelers:

Decide based on values
Think with their heart
Subjective
Shades of gray
Harmony is important
Empathy

How do you approach the world around you?

Judgers:

*Are you a "J"
or a "P"?*

Like to regulate and control number of options
Need to feel in control of their time
Prefer to have things settled
Feel better after a decision is made
Want to have a clear path
Organized/structured

Perceivers:

Attend to and gather information
Flow
Adaptive, handle surprises well
Prefer to leave plans tentative
Let life unfold
Most relaxed with many options
Spontaneous and flexible

Still not sure? Take an unofficial personality quiz [here](#), or contact us to take the Myers-Briggs, mother of all personality assessments!

What Next?

Now you have most of the information you need about yourself. Let's do a quick recap:

What are the most important interests you need express through your jobs?

What are your current top 5 skills? Top 5 strengths?

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Your 5 non-negotiable values are:

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Estimated personality type:

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Career Paths:

Now that you have completed the assessments, we can start looking at Majors and Career Paths. Click on the **Results** page of Sigi and scan through the suggested occupations.

Why are there some weird ones coming up?

Each of these was suggested because they fit **one** of your criteria. Your desire to make a lot of money could be a great fit with the medical profession, but you may hate science or have no interest in committing to that amount of education.

Then what do you look for?

Ideally we are looking for a match of all of your criteria- Interests, Values, Skills, and Personality. If you are lucky, maybe some careers listed will even fit **MOST** of your criteria. But not all. That is why we rank and prioritize, folks.

As you find careers you are interested in, click on **Add to Bookmarks**, and read through the detailed profile. List your top three here. If you know what you want to do, just list one career.

Where is the gap?

Are you ready to commit? If not, what additional information do you need before you take the plunge?

If you are ready to pursue a career path, what steps do you see between where you are now, and launching a successful career? Go back to Sigi and click on Next Steps, or just brainstorm below. What can you do in the next semester to move closer to your career goals? Identify three things.

How about in the next year?

NEXT SEMESTER

NEXT YEAR
