Career Exploration Guide

Step 1: Explore your interests, skills, personality and work values

Make an appointment with a career counselor to explore your career interests. The Career Center offers FOCUS 2 assessments.

My FOCUS 2 Results
Interests: __________________________ _ __________________________
Values: __________________________ _ __________________________
Skills: __________________________ _ __________________________

- What exactly do I want to do for daily tasks and responsibilities? (Review Focus 2 Interest/Personality Results)

- What occupations could be a fit?

Step 2: Explore what you can do with different majors

- Learn more about UNC Pembroke’s majors: https://www.uncp.edu/academics/browse-majors-minors
- Visit “What Can I Do With This Major?”: https://whatcanidowiththismajor.com/major/

My top major choices:
1. ___________________________________ Why? __________________________________________
2. ___________________________________ Why? __________________________________________

Step 3: Research occupations


Occupations that interest me:

Job Title 1: ___________________________________ Education required: _________________________
Job outlook/growth: ____________________________ Average salary: ____________________________
I like this occupation because: ____________________________________________________________

Job Title 2: ___________________________________ Education required: _________________________
Job outlook/growth: ____________________________ Average salary: ____________________________
I like this occupation because: ____________________________________________________________
Job Title 3: ______________________________________ Education required: ______________________
Job outlook/growth: __________________________________ Average salary: ______________________
I like this occupation because: _____________________________________________________________

Step 4: Find sample job postings
Use job search sites such as indeed.com, CareerShift, Handshake, CareerBuilder, etc.

Job Title 1: ______________________________________ Employer: ______________________________
Requirements I meet: __________________________________ /don’t meet: _______________________
I like this job because: _____________________________________________________________

Job Title 2: ______________________________________ Employer: ______________________________
Requirements I meet: _________________________________________________________________
Requirements I meet: __________________________________ /don’t meet: _______________________
I like this job because: _______________________________________________________________

Step 5: Ask the experts
- Get advice from faculty and current students in your academic department of interest.
- Arrange Informational Interviews with professionals in occupations of interest: add link
  - Attend Career Panels, networking events and other campus programs where you can learn more about
    career paths for Liberal Arts students; look for upcoming events: https://studentaffairs.uncp.edu/career-
    center/
- Create your LinkedIn profile and find professionals in your field of interest.
  http://university.linkedin.com/linkedin-for-students.html
- Use LinkedIn to find professionals in your field of interest and read more about their career paths.
- 3 people I would like to ask for information: ____________________, ____________________, ____________________
- 3 events I could attend at UNCP or in the community: _________________________________

Step 6: Give the job a trial run
Consider job shadowing experiences, part-time work, internships or volunteer opportunities to identify what you
enjoy doing, test jobs, and build your network.

2 things I will explore doing now: __________________________________________________________
and ________________________________________________________________.