Understand Yourself

What are you good at? What are your interests?
What is important to you?

Explore Your Options

What are the careers that match your strengths and interests?
How can you get hands-on exposure to them?
What type of training is needed for these careers?

These things can help you understand careers better:

Business Tours | Internships
Career Camps | Job Shadowing
Career Exploration Classes | Labor Market Information
Career Information Tools | Mentoring
College Tours | Service Learning
Informational Interviews | Volunteering

Develop a Career Plan

What are your career goals?
What steps will you take to reach them?
What supports do you need in order to be successful?

Expand Your Skills

What is the difference between “soft” and “occupational” skills?
What are all of the options for building these?

Youth:
Career and Technical Education Classes
General Education Academics
Student Professional Organizations
Work Experiences
Work Skills Competitions

Youth and Adults:
Adult Basic Education
Apprenticeship
Community, Technical, Four-Year College and Beyond
Customized Training
Military
On-the-Job Training
Short-term Training
Work Readiness Workshops

Obtain and Advance in Employment

How will you find a job? How will you keep it?
How can you advance into other positions?

Other things to think about:

- What about housing, transportation, day care, health insurance?
- If you have “public benefits,” how will work affect them?
- Where do I go if I need help?