

YOUR CAREER DEVELOPMENT

Where are you in the process of your career development and discernment? And how do you feel/think about it? Understanding where you are in the career decision making process will help you define useful next steps, along with identifying on-campus resources that can support you best.

Use the simple forms below to capture where you are at this point.

Please circle the number of the statement that best describes your career decision making progress at this point:

- | | |
|---|---|
| 1 | I have decided on a <u>MAJOR AND A CAREER</u> |
| 2 | I have decided on a <u>MAJOR</u> but not a career |
| 3 | I have decided on a <u>CAREER</u> but not a major |
| 4 | I have not decided on a major or a career, but I have narrowed my choices to a few similar options in <u>ONE SPECIFIC FIELD</u> (ex: medical, artistic, law enforcement...) |
| 5 | I have not yet decided on a major or career, and I could use some assistance in helping me think about my many options and possibilities |

Please shade the circle on the continuum that best describes how you think/feel about your career decision making progress at this point:

**SUPER
COMFORTABLE**



**NOT SO
COMFORTABLE**

In the space below, write about what's important to you right now as you work on your career development at Berea College.

Check all that you would find helpful:

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> General career counseling | <input type="checkbox"/> Exploring careers in my major | <input type="checkbox"/> Targeting internships | <input type="checkbox"/> Writing resumes/cover letters |
| <input type="checkbox"/> Targeting employers | <input type="checkbox"/> Targeting graduate programs | <input type="checkbox"/> Practice interviewing | <input type="checkbox"/> Writing a CV/personal statement |
| <input type="checkbox"/> Exploring gap experiences | <input type="checkbox"/> Building my confidence in job search | | |
| <input type="checkbox"/> Other topics: | | | |

CAREER DEVELOPMENT HOT TOPICS

for Faculty Advisors

EXPLORING MAJORS AND CAREERS – APPOINTMENT REFERRALS

Career Development Staff work with students during career counseling appointments to inspire career plans & dreams and proactively help students find viable career opportunities in **ALL** Berea College majors. Our services are for any students that would benefit from conversations about majors/careers, along with all topics related to career discernment and readiness for job search, gap experiences or graduate school preparation. Students can schedule an appointment through Handshake, call our office (985-3656) or email with any specific questions – amanda_tudor@berea.edu.

ONLINE RESOURCES

Handshake

Students use Handshake to make appointments, register for ICD events, search and apply for internship and job postings, and access both free and subscription-based career resources. We have created a Berea Student account for all faculty and staff to use, so that you can get an idea of what our students see. For login information, watch for the ICD weekly updates sent to campus each Monday, or visit www.berea.edu/icd/faculty-staff/.

What Can I Do With This Major?

We know that deciding on majors/careers can be difficult when the job market seems mysterious for our students. ***“What can I do with this major?”*** is a helpful first step in giving students accurate information on career options, job market trends, professional associations and types of employers within a wide range of career fields. To access this resource and many other career development tools, simply login to Handshake (see above for details).

Optimal Resume – a resume writing tool for everyone!

Optimal Resume is an easy to use, online, resume and cover letter writing tool that allows students, alumni, faculty and staff to create professional and effective resumes and cover letters for job search in any career field. Once you log in, select the item you want to create and get started - <https://berea.optimalresume.com/>

PARTNER WITH US

How can we help you and your students?

We are available to your classes, provide career decision making and job search/grad school resources, and collaborate on career-related events on-campus, along with supporting your students with Career Development “bridgeout” funding! More information at www.berea.edu/icd/faculty-staff/ or email with any specific questions – amanda_tudor@berea.edu.