

# **Advising: the Volunteer Experience**

High-Tech Career Exploration Resources

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# Overview



## Purpose:

Equip advisors to become more active partners in the career exploration process.

## Outcomes:

Participants will apply the inquire/inform/integrate model to the practice of career exploration across various student contexts.

Participants will be able to direct students to online resources available for major and career exploration.

# CAREER EXPLORATION

Category	Description
<b>Role of Advisor</b>	Advisors will... <ul style="list-style-type: none"><li>• Encourage skill development, knowledge acquisition and career exploration through General Education courses and Experience Learning</li><li>• Refer to campus, online, and discipline specific resources</li></ul>
<b>Role of Student</b>	Students will... <ul style="list-style-type: none"><li>• Develop evolving career action plans beginning in their first year, updating through their final year</li><li>• Explore careers in first- year and general education courses</li><li>• Utilize a repository of online tools to explore career themes and specific job titles</li></ul>

# Gordon Model

**Inquire** –ask probing questions to address the problem or situation correctly

**Inform** – connect advisees with reliable resources for career information, especially related to their particular interests and goals

**Integrate** – connect self-assessment with major, major with occupational information, and all exploration to the career planning process for effective decision making

Gordon, 2006

# Types of Exploratory

University exploratory (exploring majors within UT)

“I have no idea.”

College exploratory (exploring majors within a college)

“I have some ideas.”

Career exploratory (exploring job titles within a major)

“What jobs can I get?”

# University Exploratory “I have no idea.”

- What subjects do you enjoy studying the most?
- What do you learn easily?
- What have your teachers complimented you about most often?
- What can you do for hours on end?
- What fascinates you?
- What don't you want to do?

# University Exploratory “I have no idea.”

## What Can I Do With This Major?

> [career.utk.edu](http://career.utk.edu)

> What Can I Do With This Major?

> View All Majors or sort by theme

> Scroll down to Occupational Outlook Handbook



## Candidcareer.com Videos by Major

> [career.utk.edu](http://career.utk.edu)

> CandidCareer.com (right menu)

> Explore Careers (top menu)

> College Majors



# College Exploratory “I have some ideas.”

- Tell me about the majors you’re considering.
- What do you know about these majors?
- What resources have you used to research majors?
- Tell me about the classes that excite/concern you.
- What do you still need to know to make a decision?



# College Exploratory “I have some ideas.”

## UT Majors by Holland Code/Interests

- > [career.utk.edu](http://career.utk.edu)
  - > Explore Majors and Careers (main menu)
    - > Self-Assess (top box)
      - > Majors and Careers by Assessment Results
        - > Choose Realistic, Investigative, Artistic, Social, Enterprising, Conventional

# College Exploratory “I have some ideas.”

## UT College and Industry-specific Resources

> [career.utk.edu](http://career.utk.edu)

> Students (left menu)

> Get Tailored Career Guidance

> College and Industry-specific Coaching

> Job and Internship Websites, UT Organizations,  
Professional Associations

# Career Exploratory “What jobs can I get?”

- What do you know about this field?
  - Where, when, how, with whom do you work?
- Have you talked to a professional in this field?
  - How does one prepare for entry into this field?
  - How much time is spent on each function of their work?
  - What are the rewarding/challenging aspects of work?
- Do you have a Hire-A-VOL account?
- Have you met with your CCD career consultant?

# Career Exploratory “What jobs can I get?”

## Vault Guides

> [career.utk.edu](http://career.utk.edu)

> Vault (right menu)

> Guides (top menu)

> Search bar or left menu (Guides ending in “jobs” offer specific titles; can save PDF)



# Career Exploratory “What jobs can I get?”

## ONET Job Titles ([www.onetonline.org/](http://www.onetonline.org/))

> [career.utk.edu](http://career.utk.edu)

> Explore Majors and Careers (main menu)

> Explore (second box)

> ONET

> Search by Job Family for job titles/tasks

## Hire-A-VOL Job Postings

> [career.utk.edu/hire-a-vol](http://career.utk.edu/hire-a-vol)

> Advanced Search

> Keyword

# How to Refer to CCD

- Schedule by phone 865-974-5435 or walk-in
- Connect via personal email or phone call when necessary
- Utilize GradesFirst case notes

# Assessments

## Strong Interest Inventory

Generates [Holland](#) themes (Realistic, Investigative, Artistic, Social, Enterprising, Conventional)

Interest scales refer to work and leisure interests

Occupational scales compare taker to satisfied professionals

When to refer:

- when seeking in-depth career counseling and interests clarification



## Traitify

Generates [personality](#) themes (Naturalist, Action-Taker, Analyzer, Inventory, Mentor, Visionary, Planner) and career matches

Quick, smart-phone compatible

When to refer:

- when seeking immediate, self-directed interests clarification



# Assessments

## TypeFocus

Generates MBTI code and [Holland](#) themes

When to refer:

- when seeking self-directed personality or interests clarification

## [Skills Inventory](#) and [Values Inventory](#)

Checklists help takers prioritize skills and values

When to refer:

- when seeking self-directed supplemental data to support decision-making

## Myers-Briggs Type Indicator

Offered in all career classes





# Assessments

## **StrengthsQuest / StrengthsFinder**

Offered in all career classes

Group access through Center for Leadership and Service

## **Card Sorts**

Offered in career counseling appointments

# References

Gordon, V. N., Habley, W. R., Grites, T. J., & Associates. (Eds.). (2008). *Academic advising: A comprehensive handbook*. (2<sup>nd</sup> ed.) San Francisco: Jossey-Bass.