

CAREER DEVELOPMENT AND PLANNING

Career development is a lifelong process of managing learning, work, leisure, and transitions in order to move toward a personally determined and evolving preferred future. It also reflects an individual's vision, goals, motivation, and approaches to learning. Career development addresses the possibility of an overall career path as opposed to focusing only on the current job.

Stages in career development are:

Stage 1: Growth

Age: 0-14

Characteristics: Development of self-concept, attitudes, needs and general world of work

Stage 2: Exploration

Age: 15-24

Characteristics: "Trying out" through classes, work experience, hobbies. Tentative choice and skill development

Stage 3: Establishment

Age: 25-44

Characteristics: Entry-level skill building and stabilization through work experience

Stage 4: Maintenance

Age: 45-64

Characteristics: Continual adjustment process to improve position

Stage 5: Decline

Age: 65+

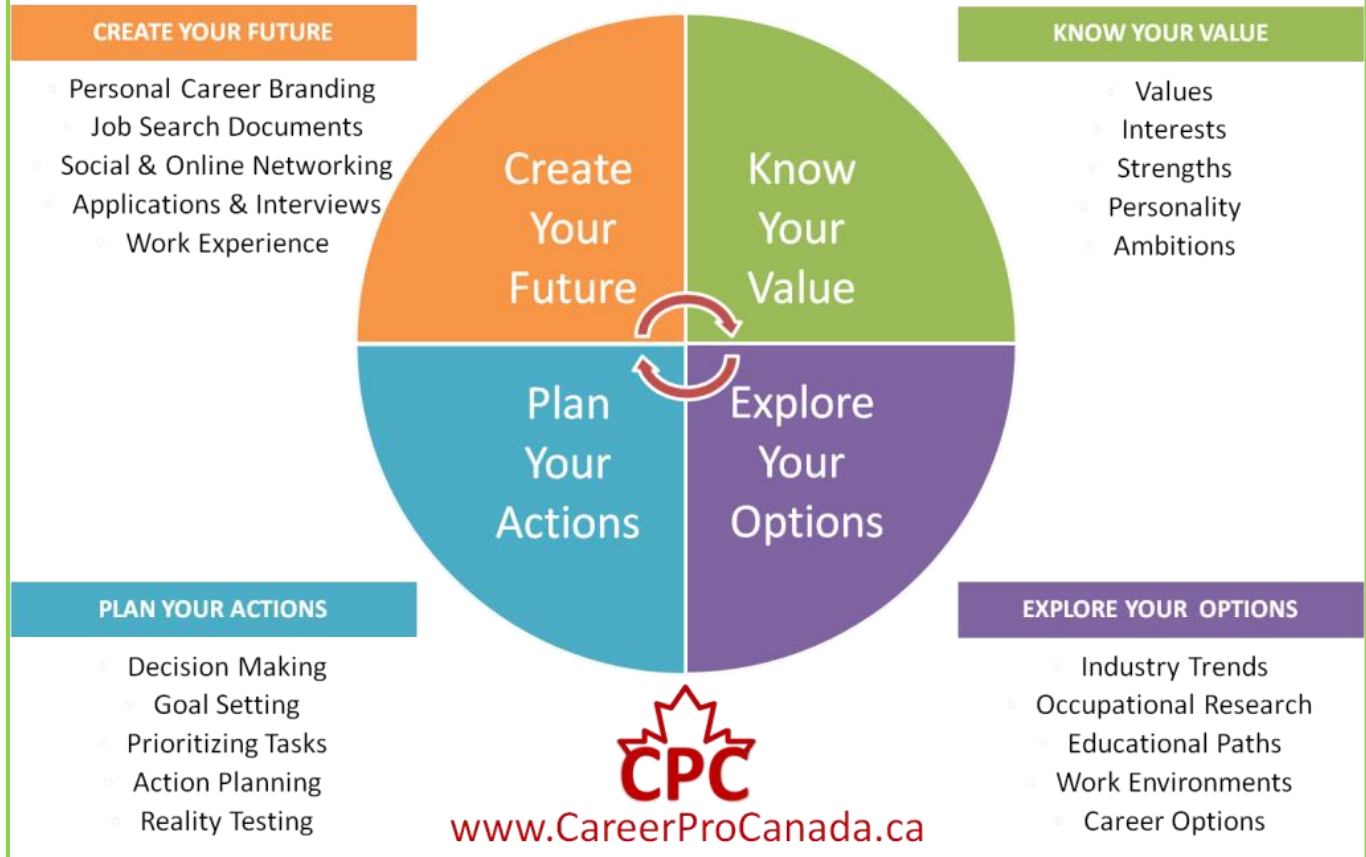
Characteristics: Reduced output, prepare for retirement

Downloaded from www.careers.govt.nz, Careers New Zealand, 2012



Source: <https://www.utdallas.edu/career/model>

Career Development Model



Source: <https://careerprocanada.ca/we-need-to-value-career-development/>

By Sharon Graham

CAREER PLANNING

Career planning is a continuous process that manage learning and development. It involves the following:

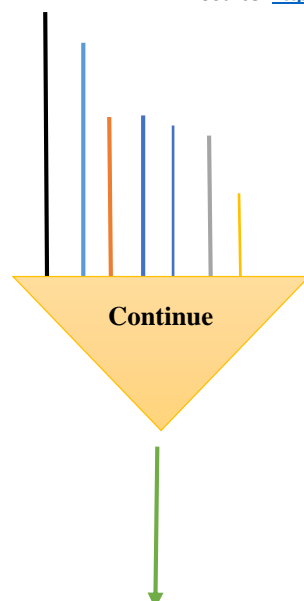
- ✚ thinking about your interests, values, skills and personality;
- ✚ exploring your life, work and learning options available to you;
- ✚ ensuring that your work fits with your personal circumstances; and

- ✚ continuously fine-tuning your work and learning plans to help you manage the changes in your life and the world of work.

CAREER PLANNING PROCESS

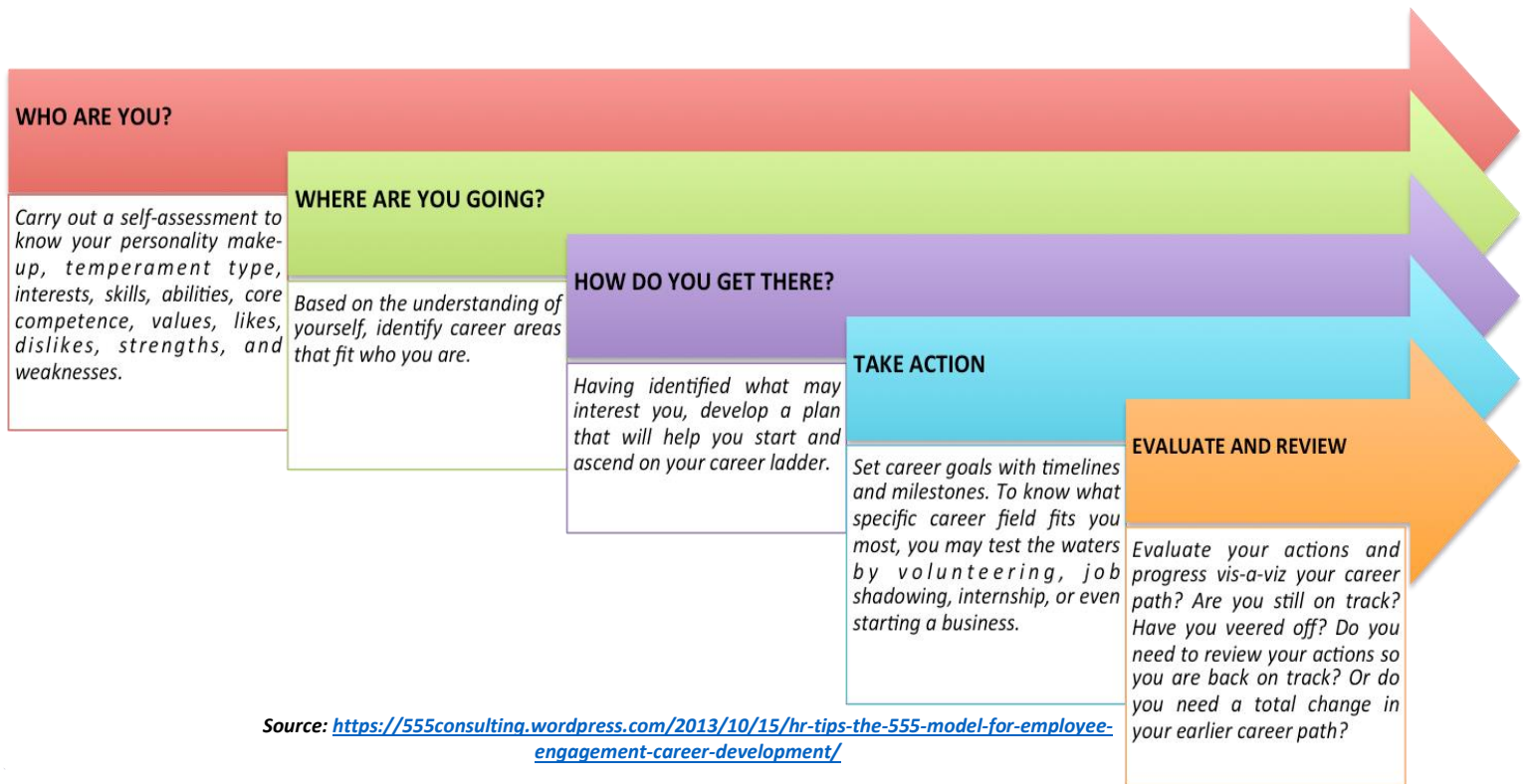


Source: <https://www.qcu.ac.uk/careers/studentsgraduates/careerplanning/>



CAREER DEVELOPMENT PROCESS

For individuals



The career planning process has four steps:

Step 1: Knowing Yourself

Step 2: Exploring Occupations and Learning

Step 3: Making Decisions

Step 4: Taking Action



➤ EXPLORE YOUR FUTURE

1. What interests me?
2. What am I good at? (think about your strengths, skills, abilities, qualifications)
3. Who will I be working with? (Think about the work environment and people you would be working)
4. What jobs and opportunities are currently available?
5. What are the jobs of the future?
6. Where will I be working? (Think about whether the career you want is available locally or are you prepared to travel)
7. Will your chosen career require further study? (think about the length of study, your preferred learning styles)
8. When will I be working? (think about the work patterns e.g. shifts, evening, weekends)
9. Why is the job right for you? (find out about the main duties, entry requirements and career prospects)



Source: <https://www.cbronline.com/digital-transformation/new-services-still-require-core-skills/>

➤ **DECISION MAKING**

Choosing the right career and the correct pathways may be daunting for you. Nevertheless, we are here to help you.



Source: <https://www.dardanup.wa.gov.au/council/information-for-prospective-applicant/>

Tips to make the right choice / an informed choice.



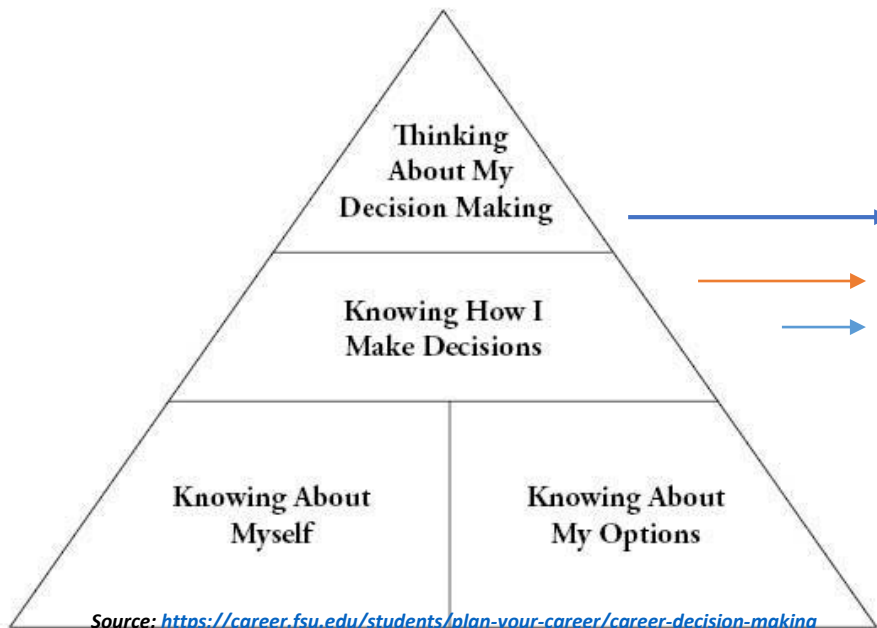
Source: <https://careersnews.ie/choose-a-career-that-suits-you/>

Know Yourself - self assessment: SWOT Analysis – Know your skills, interest, personality, strengths and weaknesses



Source: <https://career.uconn.edu/blog/2014/09/09/clas-how-do-i-find-my-dream-job/>

Make Decisions by searching for various job profiles - Explore jobs profiles to find out what a job involves and if it will suit you

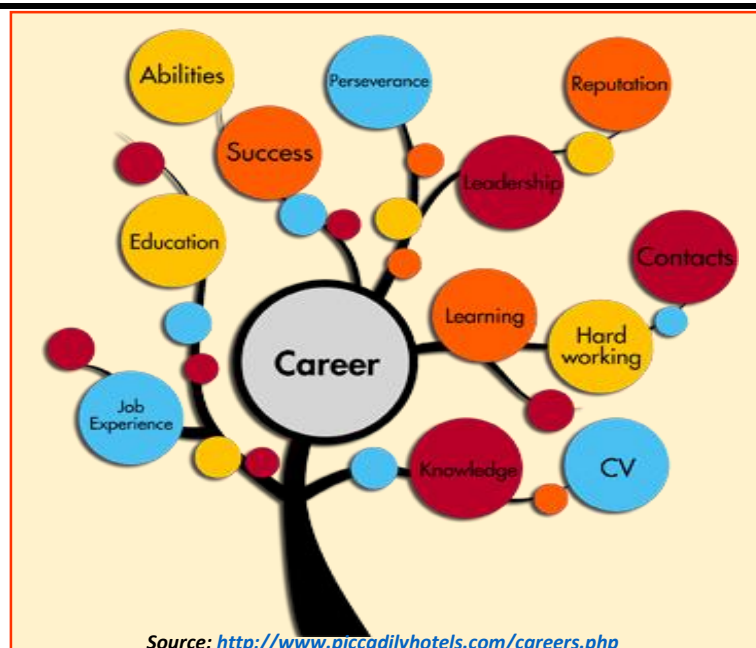


What's Involved in a Career Choice

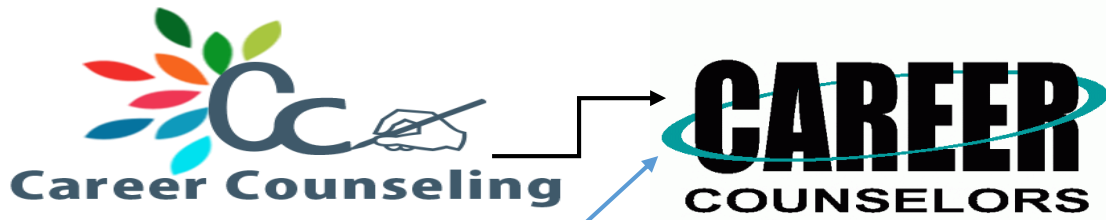


➤ MAKE IT HAPPEN

- ✚ Think about your career goals
- ✚ What you need to do to make things happen
- ✚ Make a check list and break down your goals into small, realistic and achievable tasks giving each of them a deadline for completion.



➤ GETTING THE RIGHT ADVICE & FIND THE RIGHT COURSE / PATHWAY



*Having difficulty in pursuing a career – contact us **Careers Counselor** at the **Careers Guidance Service Unit**.*