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This worksheet is designed to help you achieve career success.

Some things are filled in and some are not. The PowerPoint presentation will have some answers and links to be added to this worksheet. Please gather information and keep it here!

Session 1: Launching Your Career: Living your Values, Interests, and Passions

This workshop will help students define their values, interests, and passions, and confidently choose a major to align with their career interests.

Reflections:

What are values?

What are your values? *List your top three here:*

- 1.
- 2.
- 3.

What are interests?

What are your interests? *List your top 3 (three) here:*

- 1.
- 2.
- 3.

What are passions?

What are your top passions? *List your top 3 (three) passions here:*

- 1.
- 2.
- 3.

List top careers that come to mind when you think about your values, interests and passions?

- 1.
- 2.
- 3.

Resources:

Focus 2 Assessment Link: (important do not forget the access code which is under the link once you click on the website - attention to detail is an important skill)



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<https://aurora.edu/student-life/campus-services/career-services/vocational-exploration/index.htm>
!

Majors: <https://aurora.edu/academics/program-finder.html?program=undergraduate>

What Can I do with a Major: <https://whatcanidowiththismajor.com/major/>

Occupational Outlook Handbook: <https://www.bls.gov/ooh/>

Quotes: (add a quote or two)

- *“Your ability to sit and reflect on yourself often, will be one of your greatest superpowers.” ~Sherri S. Wick*
- *“Start by doing what is necessary, then do what is possible, and suddenly you are doing the impossible.” ~ Francis of Assisi*
-

Book Recommendation: (find 2 more)

1. The Four Agreements:
<https://www.amazon.com/Four-Agreements-Practical-Personal-Freedom/dp/1878424319>
- 2.
- 3.

Career Services Information:

- Location:
- Staff:
- Email:
- Phone Number:
- Schedule appointment today!

Consider this: **there will be days when something is going on in your personal and professional life that will be frustrating and challenging, but even in the midst of those challenges, what career do you believe you would still enjoy waking up and doing...this is crucial**



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Session 2: Launching Your Career: Designing your Career Path

This workshop will help students create an action plan for designing their career path, including the value of informational interviews, job shadowing and internships.

Reflections:

What are informational interviews and why are they vital to your career success?

Think of or find (using LinkedIn or your personal network) 3 individuals you would like to connect with to conduct your informational interview:

Resources:

LinkedIn: <https://www.linkedin.com/feed/>

Network 1.

Network 2.

Network 3.

You will come across several paths you can take to get to where you want to go. There is no one perfect path.

Quotes: (add a quote or two)

- “When you take ownership, you become the CEO of your life.” ~ ET the Hip-Hop Preacher
- “The future depends on what you do today.” ~ Mahatma Gandhi
- “There is nothing like a concrete life plan to weigh you down. Because if you always have one eye on some future goal, you stop paying attention to the job at hand, miss opportunities that might arise, and stay fixedly on one path, even when a better, newer course might have opened up.” ~ Indra K. Nooyi
-

Book Recommendations: (find 2 more)

1. The Last Lecture: <https://www.amazon.com/Last-Lecture-Randy-Pausch/dp/1401323251>
- 2.
- 3.



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Session 3: Launching Your Career: Launching a successful Internship or Job Search

This workshop will teach students short-term and long-term strategies for landing an internship or securing a full-time job. Students will learn the key ingredients for creating a compelling elevator pitch to potential employers.

Elevator Pitch: <https://www.youtube.com/watch?v=pE7DRTxr7yo>

Ingredients:

- Self understanding (values, interests, passions, purpose)
- Career/Major
- Skill learned through (volunteer, internship, job shadowing)
- Call to action
- Make sure to follow up if you have received their contact information (business card)

Keep Organized!: *(Make Sure to Save First in your Google Drive by Copying the Spreadsheet)*

- <https://docs.google.com/spreadsheets/d/1ZIXFnVB5am4DNRD1KHL9CSIDyMQRN-J8bMaroKDbwvc/edit?usp=sharing>
-

LinkedIn:

- <https://www.linkedin.com/feed/>

Handshake: <https://aurora.joinhandshake.com/login>

- Need Assistance:
<https://aurora.edu/documents/student-life/career-services/handshake-student-tutorial-2022.pdf>

Quotes: (add a quote or two)

- “Be yourself; everyone else is already taken.” ~ Oscar Wilde
- “Keep away from people who try to belittle your ambitions. Small people always do that, but the really great ones make you feel that you, too, can become great.” ~ Mark Twain
- “Make sure your own worst enemy doesn’t live between your own two ears.” —Laird Hamilton



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Book Recommendations: (find 2 more)

1. Dare to Lead:

https://www.amazon.com/Dare-Lead-Brave-Conversations-Hearts/dp/0399592520/ref=sr_1_1?crid=3CKM58ACBD1YA&keywords=dare+to+lead+brene+brown&qid=1672615389&s=books&sprefix=dare+t%2Cstripbooks%2C97&sr=1-1

- 2.
- 3.

Social Media Handles: Identify 3 pages that will provide you with deposits and not withdrawals. (*inspiration/motivation and not FOMO or comparison*)

- 1.
- 2.
- 3.

Additional Resources:

Business Card Creation: <https://www.canva.com/>

Virtual Business Card: <https://www.hihello.me/> ; <https://blinq.me/>

Career Information & Support: <https://www.careeronestop.org/> (can access 24/7)



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Values/Interests/
Passions/Purpose

Short-Term Goals

**Career Journey
Success**

Resources:
Informational Interviews, Internship,
Job Shadow, Volunteer (LinkedIn,
Handshake)

Long-Term Goals



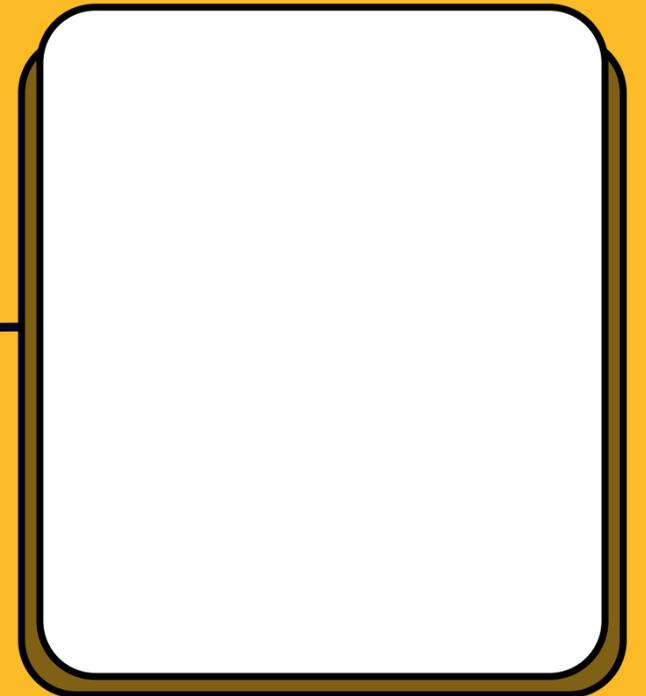
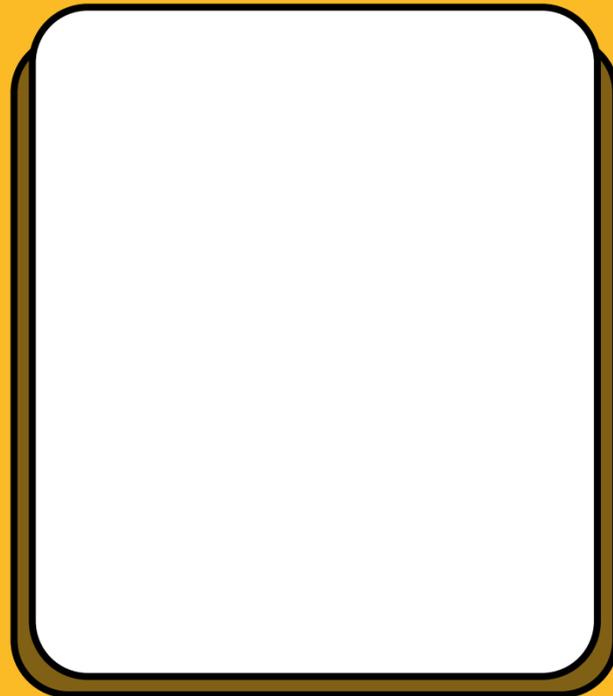
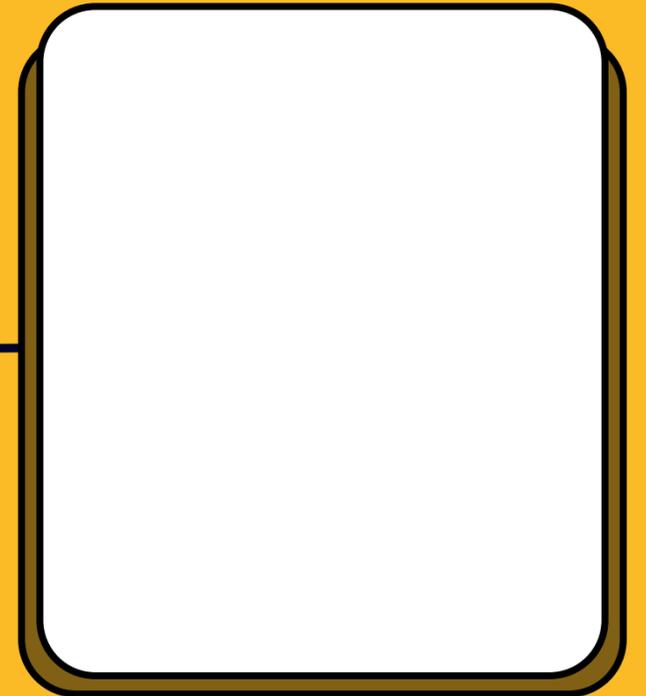
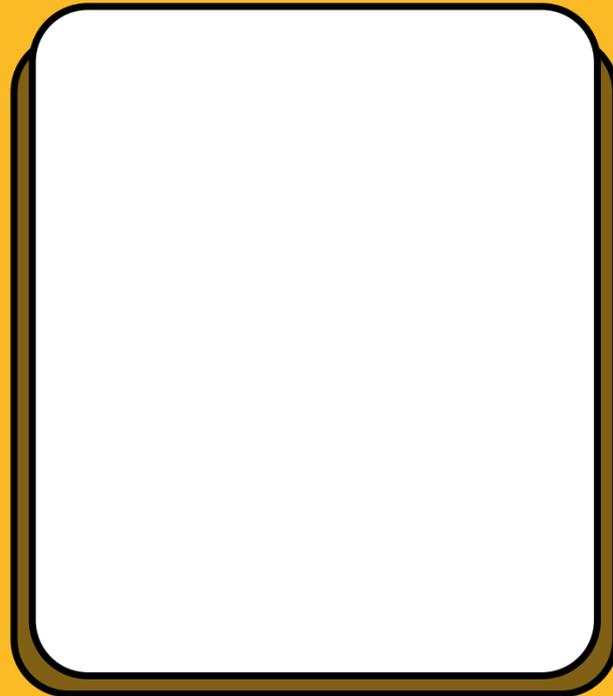
Reflection/
Understanding

Update: Short -Term
Goals

**Career Journey
Success**

Pivot & Repeat

Update: Long -Term
Goals



STRENGTHS

What are you doing well?
What sets you apart?
What qualities do you possess? What do others see as your strengths?

WEAKNESSES

Where do you need to improve? Where do you have fewer resources than others?

SWOT Analysis

OPPORTUNITIES

What are your goals? What opportunities are open to you? How can you turn your strengths into opportunities?

THREATS

What are the blockers you're facing? What are factors outside of your control?

SWOT Analysis



S

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W

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O

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T

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