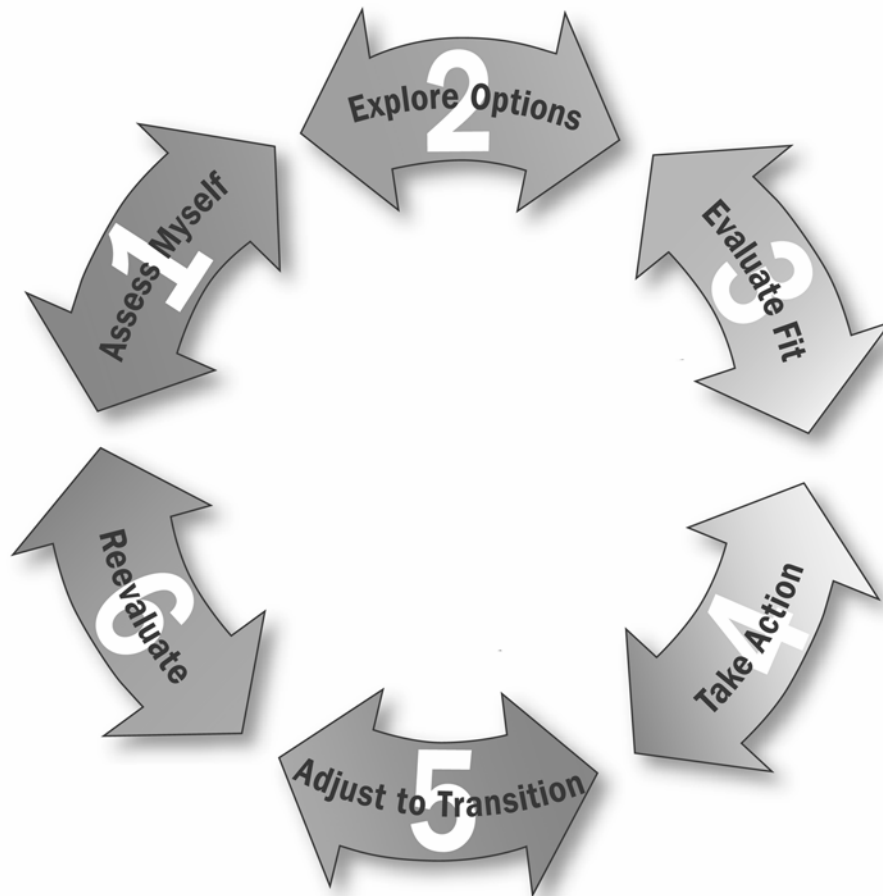


The Career Decision Making Model

Look at the following diagram and the questions below. Place a check mark in the blank next to the phase that best describes your present concerns.



_____ **1. Assess Myself**

- Who am I?
- What am I interested in?
- What do I have to offer?

_____ **2. Explore Options**

- What is out there for me?
- How do I find an Internship?

_____ **3. Evaluate Fit**

- What's important to me?
- How do I make a decision?

_____ **4. Take Action**

- How do I get there?
- Resume, cover letter, interview skills

_____ **5. Adjust to Transition**

- How do I make the transition from student to professional?

_____ **6. Reevaluate**

- What's next?
- What if I change my mind?

Career Center Resources by Stage

1. Assess Myself

- **Individual Appointments** with a career counselor. To schedule an appointment call 410-516-8056.
- The **Career Resource Library** has an assessment section containing books that can assist you with the assessment process.
- **The Counseling Center** also offers career counseling. To schedule an appointment call 410-516-8278.
- **FOCUS** [www.focuscareer.com] is an online assessment tool that allows you to investigate your interests and values and search for potential career paths based on that information. FOCUS also has a database containing relevant information on hundreds of careers with links to additional resources. Call the Career Center to obtain the Focus password.
- **Strong Interest Inventory** – an instrument designed to assist you in clarifying your work related interests.
- **Myers Briggs Type Indicator** – an instrument designed to identify your personal preferences. Interpretation by a career counselor links that information to the world of work.

2. Explore Options

Learning About Careers

- **Workshop Schedule** – A listing of career education workshops and events (available in the Career Center and at www.jhu.edu/careers).
- **Best Career Links** – a collection of websites identified as having high value in the career development process.
- **Also, the Career Resource Library** has multiple sections with career related resources.
- **FOCUS**
- **Individual Appointments**
- **New Job and Internship Opportunities** is a weekly email newsletter developed by the Career Center to keep you informed of opportunities, programs, and events on and off campus that will benefit your career development.

Experiencing Careers

- **Internships** – the Career Center has a wealth of resources to assist you with your internship search. Start with an Internship Handout or attend one of our Internship workshops. You can also schedule an individual appointment.
- **Field Trips** – Intersession courses and trips on Financial Literacy, and Globalization. For more information see the workshop schedule, Office of the Dean of Arts and Sciences, and check with the Registrar's Office in late fall.

Reevaluate

The career development process is ongoing. As you grow and change, your values, interests, and skills may also change. It is important to continue to evaluate these areas to ensure that you continue to make career choices that fit.

3. Evaluate Fit

Evaluate Fit of Career Fields and Majors

To evaluate the fit of a career field or major you must consider what you have learned about yourself and information about the field or major. Identifying how this information relates to you can give you valuable information to make a decision.

- **Individual Appointments**
- **FOCUS**
- **Arts and Sciences Academic Advising**
410-516-8216
- **Engineering Academic Advising**
410-516-7395

Evaluate the Fit of Industries, Employers, and Positions

To find out information on specific employers, fields, or positions, the following resources will be useful.

- **HopkinsNET** (<http://hopkinsnet.jhu.edu>) The JHU alumni database.
- **Career Resource Library** has information on specific employers, directories, and online resources to assist you in your research.
- **MSE Library** has a wealth of information in the reference area to assist you with finding valuable information about employers and industries.

4. Take Action

Preparing for the Job or Internship Search

At this stage you should begin to prepare your resume and cover letter, polish interview skills, etc. These are the tools you need for a successful search.

- **Workshop Schedule**
- **Career Handouts**
- **Individual Appointments**
- **Career Resource Library**

Executing Your Job or Internship Search

Put your tools to work while engaging employers.

- **On-Campus Recruiting**
- **Career and Internship Fairs**
- **Dossier Service (Ph.D. Only)**
- **New Job and Internship Opportunities E-Newsletter**
- **Individual Appointments**

5. Adjust to Transition

- **Career Center Website** (www.jhu.edu/careers)
- **HopkinsNET** (<http://hopkinsnet.jhu.edu>)
- **Best Career Links**
- **Individual Appointments**
- **Counseling Center**