



# Career Plan Guide

## WI Career Pathways

What is the best way to get the job you want? Do your RESEARCH and make a PLAN! Your plan will change over time, that's ok. The important thing is that you always have a goal in mind and know the steps you need to reach your goal.

Let's remember what are the key ingredients of the "perfect" job:

- #1 Find a job you LIKE.
- #2 Find a job you're GOOD AT.
- #3 Find a job that matches your work VALUES.
- #4 Find a job that will BE THERE.

Now that you know what you're looking for, you are ready to research career clusters and jobs by using your Wisconsin Career Pathways account. Follow the instructions given to you by your workshop facilitator to access or set up your Wisconsin Career Pathways account then follow each part in this guide.

**Part 1: Find your career CLUSTER and at least one JOB that you would like.** Complete the assessment to find:

**The Career CLUSTER I am most interested in:** \_\_\_\_\_

Next, you will need to figure out which pathway in your cluster you are most interested in. Once you've found the pathway in your cluster, you will be able to explore jobs in that pathway. **CLICK ON THE 'Add to MiLocker' button!**

**One JOB in this cluster that I am interested in exploring further:** \_\_\_\_\_

Click on the link for that job. You may want to check out the following:

- Look at '*What They Do*' section of the page to find out the tasks performed in this job (job duties).
- Look at the '*What They Pay*' section to find out what this career pays.
- **CLICK ON THE 'Add to MiLocker' button!**
- To learn more, Click on the '*My Next Move*' link to find out about the *job outlook* for this career. (Average? Bright? Below average? Job growth expected to be faster than average? etc.) In other words, what are your chances of finding a job once you've completed the required education and training? Will this job BE THERE?
- You will also find information on the required education needed for this job.

**Time to Talk:** Now that you've found a career cluster and explored a specific job, discuss the following questions with your coach:

- What did you learn about this job?
- After doing some research, is this still a job that you are interested in? Why or why not?
- What are the aspects of this job (skills, interests and values) that make it a good match for you?
- What things about this job do you like the most/least?
- What are some related jobs that also might be a good match?
- What skills would you need to work on if you wanted this job?

**Part 2: Find a SCHOOL that will prepare you for that job.** Go back to the page in Wisconsin Career Pathways (no longer in the *'My Next Move'* window) for the pathway you selected. Make sure you are looking at the pathway for the cluster you selected, not a specific job.

- Look under the *'College'* section to research schools that offer a major related to the pathway you are interested in.
- Spend some time exploring schools until you find one that you are interested in attending.
- Once on a website for a school you are interested in, look for information about admission requirements. This is very important information about what the school will require in order to accept your application. It is often a good idea to speak with an admission representative from the school to get more specific admission information.

**Time to Talk:** Now that you've found a school, discuss the following questions with your coach:

- What are some things that I like/don't like about this school?
- What are the things I need to do in high school to make sure that I will be admitted to this school?

**Part 3: Your PLAN!** Go to the home page and click on the *'MiLocker'* button towards the top of the page. You will see that you have already started your PLAN! You should be able to find the following:

- Mi Pathways – the pathway in the cluster that most interests you.
- Mi Careers – the job you are interested in pursuing.
- Mi Colleges – you will need to click on this section and add the school that interests you.

You'll notice that there are a LOT of other resources to continue your plan after today. Discuss with your coach what your next steps could be!

