

CAREER DIRECTION 2

Offered at no cost as a service to our communities



Motivational career planning & decision making program

CD2 gives your students the tools they need for an effective job search. They learn the importance of networking to uncover jobs that are not advertised. They learn how to ask for and conduct "fact-finding" appointments with local business people to broaden their networks. CD2 is designed for flexible scheduling to fit your needs. The workshop can be tailored to a 50-minute, 75-minute, or 90-minute class. The complete workshop can easily fill three 50-minute or two 90-minute periods.

CAREER PLANNING

PRIORITIES: Students learn that life can get very complicated when their priorities compete.

PERSONALITY STYLES: Careers are grouped by personality style so students can identify jobs they enjoy. Your students gain insights into their own personality style and learn how to relate more effectively with others.

PERSONAL MOTIVATION: Students will complete a quick evaluation of their personal motivation. This helps them consider Whether the habits they are building now will contribute to or harm their chances for future success. They are also given five key strategies to enhance their own motivation.

ADDITIONAL TRAINING & EDUCATION: What are the sources? What does it cost? Is it worth it? How will I find the money? These are some of the critical questions students will answer. In addition, they will complete a simple worksheet to estimate tuition and all of the associated costs for college or technical training.

JOB FINDING SKILLS

PREPARING EFFECTIVE RESUMES: Students learn about both chronological and functional resumes. Writing an effective resume, cover letter and thank-you letter is easy using the Careertrain.com Online Resume Tool.

INTERVIEWING SKILLS: Students view what a good (and bad) interview looks like. Humorous videos make impactful points in ways students won't forget! **BUSINESS PROTOCOL:** CD2 helps students learn the basics of proper behavior in today's workplace. Breaking the "rules" can potentially hurt a person's chances of getting a job, keeping a job, or getting a good reference for future jobs.

DECISION-MAKING SKILLS

Your students grasp the consequences that can occur in regard to high risk activities involving the following:

- alcohol and drug addiction
- dropping out of school
- driver distractions
- running away from home

CONTACT YOUR LOCAL RECRUITER FOR MORE INFORMATION

