

HELLO !!

OUR NAMES ARE:

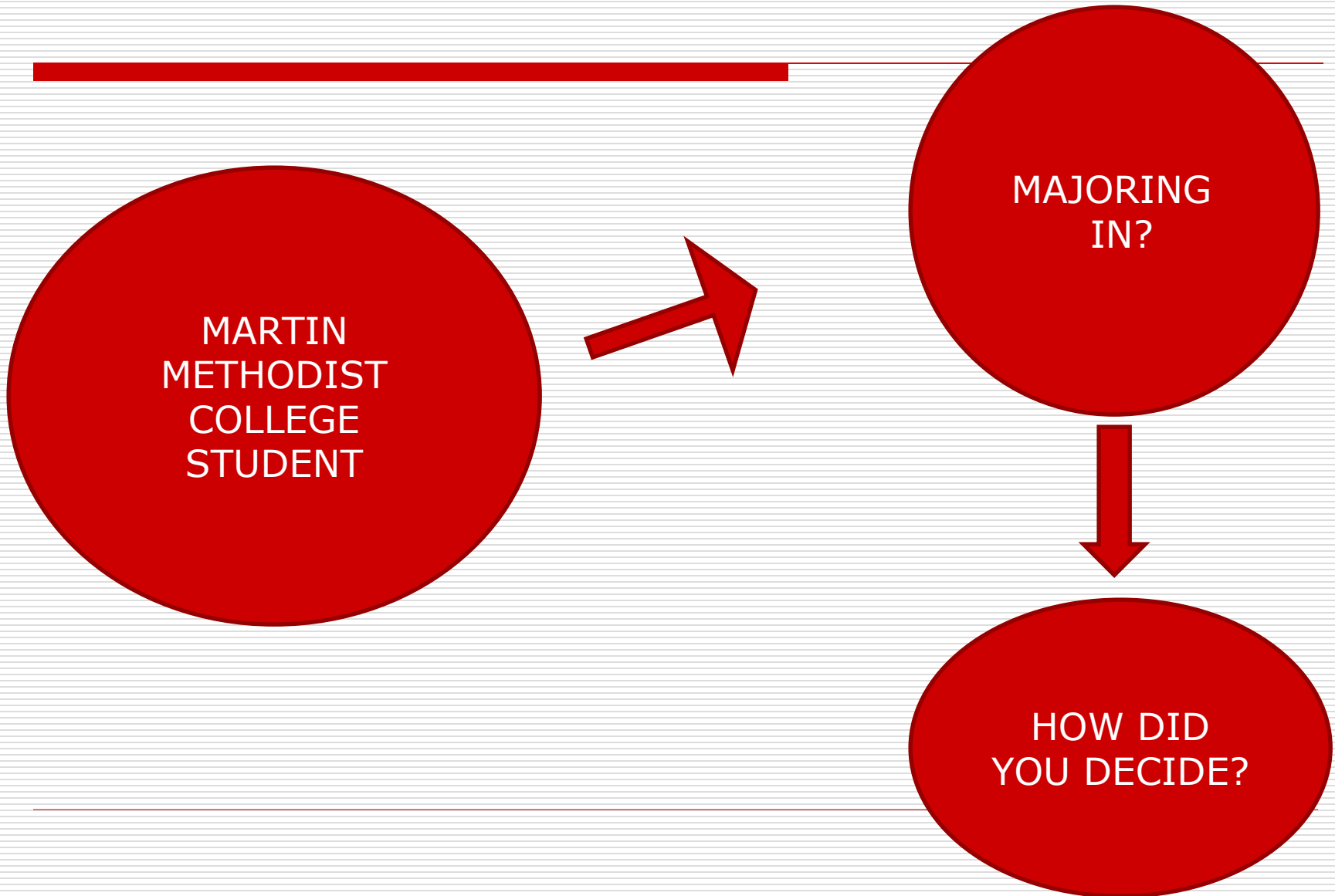
GAIL NEWTON - JOHNSTON CENTER

And

GORDON THAYER - STUDENT RESOURCE  
CENTER

Martin Methodist College Career Advisors

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MARTIN  
METHODIST  
COLLEGE  
STUDENT

MAJORING  
IN?

HOW DID  
YOU DECIDE?

# WHAT CAREER ARE YOU CONSIDERING?

- HEALTH CAREER
- SCIENCE CAREER
- HUMANITIES CAREER
- SOCIAL SCIENCE CAREER
- FINE ARTS CAREER
- MIXTURE OF THE ABOVE

CAREERS CENTER  
AROUND PEOPLE  
WHO WORK WITH:

- **PEOPLE**
- **DATA**
- **THINGS**

# THINGS TO CONSIDER WHEN CHOOSING A CAREER

NEARLY HALF  
THE PEOPLE  
EMPLOYED IN THE U.S.  
DO NOT ENJOY WHAT  
THEY DO!

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## WHY?

- Bad Advice
- People With Whom they work
- Their Supervisor
- Salary and Benefits

- HOW IS A CAREER DECISION MADE?

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**MORE IMPORTANTLY,  
HOW WILL YOU MAKE  
A  
CAREER CHOICE?**

# THIS IS HOW MOST PEOPLE DECIDE

*U.S. NEWS AND WORLD  
REPORT - 2005*

## **CAREER DECISION BASED ON:**

- 1. SALARY**
- 2. ADVICE OF A FRIEND/  
PARENT OR RELATIVE**
- 3. AVAILABILITY OF WORK**
- 4. FLEXIBILITY OF WORK  
SCHEDULE**
- 5. PLACE OF EMPLOYMENT**
- 6. ABILITY TO ADVANCE**
- 7. BENEFITS**

**DO YOU THINK THE  
ORDER OF THINGS  
CHANGED BY 2009?**

## PEOPLE WHO ARE HAPPY IN THEIR CAREER HAVE COMMON TRAITS

- THEY HAVE MATCHED THEIR CAREER SOMEWHAT TO THEIR PERSONALITY.
- THEY USE THE **SKILLS** THEY POSSESS AT WORK.
- THEIR WORK INTERESTS THEM TO A CERTAIN DEGREE.
- THEIR PERSONAL VALUES DO NOT CONFLICT WITH WORK DEMANDS.

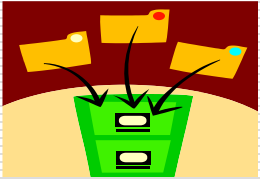
# 2005 NATIONAL ASSOCIATION OF COLLEGES AND EMPLOYERS (NACE)



## WHAT SKILLS ARE MOST IN DEMAND BY EMPLOYERS?

(Rating of 1 to 5)

- **Communication** 4.7
- **Teamwork** 4.6
- **Analytical** 4.4
- **Interpersonal** 4.4
- **Computer** 4.3
- **Organizational** 4.1
- **Leadership** 4.0



## **THE SKILLED ORGANIZER**

**MY NATURAL STYLE IS ORDERLY AND EFFICIENT. I  
USE LOGICAL  
ANALYSIS TO SOLVE PROBLEMS AND TO MAKE  
DECISIONS. I LIKE TO  
ORGANIZE AND PLAN MY PROJECTS OR PROGRAMS.  
I NEED A WORK  
ENVIRONMENT THAT IS STEADY AND GUIDED BY A  
WELL-  
CONSTRUCTED STRATEGIC PLAN. I AM ATTRACTED  
TO LEADERS WHO  
DEFINE CLEAR OBJECTIVES AND DELIVER ON  
THEIR PROMISES.**





## THE SKILLED ORGANIZER

Do not like      Neutral      Enjoy  
Using                      Using

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|              |              |              |   |
|--------------|--------------|--------------|---|
| _____        | _____        | _____        | <b><u>Budget:</u></b> Plan for expenditures or allocation of resources                          |
| _____        | _____        | _____        | <b><u>Implement Procedures:</u></b> Carry out or put into effect procedures or protocols.       |
| _____        | _____        | _____        | <b><u>Calculate/Compute:</u></b> Count or figure amounts. Follow a mathematical process.        |
| _____        | _____        | _____        | <b><u>Edit Reports/Stories:</u></b> Prepare reports or stories for presentation or publication. |
| _____        | _____        | _____        | <b><u>Estimate Costs:</u></b> Make approximate calculations or assessments of cost.             |
| _____        | _____        | _____        | <b><u>Control Inventory:</u></b> Purchase and track supplies and goods                          |
| _____        | _____        | _____        | <b><u>Organize Projects:</u></b> Plan or arrange tasks to meet specified goals.                 |
| _____        | _____        | _____        | <b><u>Coordinate Events:</u></b> Plan and organize event details.                               |
| _____        | _____        | _____        | <b><u>Remember Details:</u></b> Memorize and recall particulars.                                |
| _____        | _____        | _____        | <b><u>Use Space Efficiently:</u></b> Arrange things for greatest utility.                       |
| _____        | _____        | _____        | <b><u>Categorize:</u></b> Classify or arrange in categories.                                    |
| _____        | _____        | _____        | <b><u>Map Routes:</u></b> Plan or delineate paths or courses of travel.                         |
| _____        | _____        | _____        | <b><u>Monitor Quality:</u></b> Oversee a process to ensure standards.                           |
| _____        | _____        | _____        | <b><u>Retain Facts:</u></b> Hold and maintain knowledge of demonstrable truths.                 |
| _____        | _____        | _____        | <b><u>Appraise:</u></b> Evaluate the value of something.  |
| _____        | _____        | _____        | <b><u>Audit:</u></b> Examine records or accounts for accuracy.                                  |
| <b>Total</b> | <b>Total</b> | <b>Total</b> |   |

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## **THE SKILLED LIBERATOR**

**MY NATURAL STYLE IS ACTION-ORIENTED AND ADAPTIVE. I ENJOY CHALLENGES AND AM OPEN TO CHANGE. I SEE ADVENTURES AND NEW OPPORTUNITIES. I AM A TROUBLE-SHOOTER IN MY WORK AND RECREATION. I LIKE WORK THAT IS EXCITING. I ENJOY BEING OUTDOORS AND/OR HAVING A HIGH DEGREE OF MOBILITY IN MY WORK.**

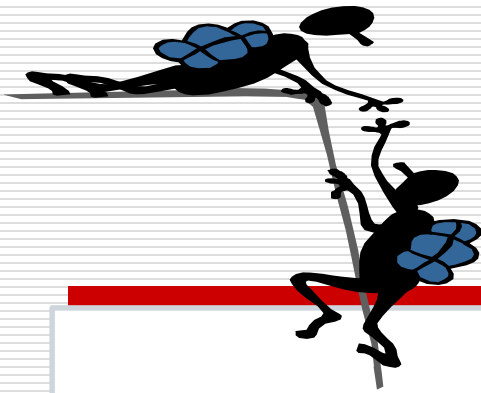
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# THE SKILLED LIBERATOR



## SKILLED LIBERATOR

| Do Not Like Using | Neutral      | Enjoy Using  |   |
|-------------------|--------------|--------------|---|
| _____             | _____        | _____        | <b>Repair:</b> Fix or restore something to working condition.   |
| _____             | _____        | _____        | <b>Troubleshoot:</b> Identify sources of trouble.   |
| _____             | _____        | _____        | <b>Use Tools:</b> Employ or manipulate handheld tools.  |
| _____             | _____        | _____        | <b>Draft:</b> Create a visual representation of a plan.   |
| _____             | _____        | _____        | <b>Risk:</b> Undertake high-risk projects or tasks.   |
| _____             | _____        | _____        | <b>Paint:</b> Apply coating or pigments for artistic impression.                                      |
| _____             | _____        | _____        | <b>Make Crafts:</b> Create artistic objects with one's hands.   |
| _____             | _____        | _____        | <b>Use Physical Dexterity:</b> Demonstrate skill and coordination.                                    |
| _____             | _____        | _____        | <b>Utilize Technology:</b> Solve problems with computer software, mechanical devices, or electronics. |
| _____             | _____        | _____        | <b>Add Humor and Fun:</b> Contribute a funny or amusing element to environment or process.            |
| _____             | _____        | _____        | <b>Improvise:</b> Create spontaneously.   |
| _____             | _____        | _____        | <b>Mobilize:</b> Rally, prepare, and coordinate others.   |
| _____             | _____        | _____        | <b>Market Products/Services:</b> Identify target consumers and develop strategies to sell.            |
| _____             | _____        | _____        | <b>Negotiate:</b> Use persuasive skills to come to terms.   |
| _____             | _____        | _____        | <b>Prepare Food:</b> Create appealing meals.  |
| _____             | _____        | _____        | <b>Design Landscapes:</b> Conceptualize planting arrangements.  |
| <b>Total</b>      | <b>Total</b> | <b>Total</b> |   |



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## **THE SKILLED FACILITATOR**

**MY NATURAL STYLE IS INTERPERSONAL AND COLLABORATIVE. I AM ATTRACTED TO A**

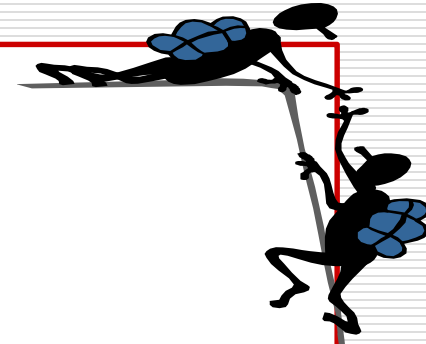
**TEAM-ORIENTED, DEMOCRATIC ENVIRONMENT. I VALUE AUTHENTICITY, POSITIVE**

**INTERACTION, AND HARMONY. I WORK BEST WITH LEADERS WHO COMMUNICATE WELL**

**AND PROVIDE REINFORCEMENT. I CARE ABOUT EMPLOYEES MORALE AND MOTIVATION.**

**I AM SENSITIVE TO THE WORK ATMOSPHERE AND FEEL DRAINED BY CONFLICT.**

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## THE SKILLED FACILITATOR

**Do Not Like  
Using**

**Neutral**

**Enjoy  
Using**

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**Collaborative:** Work together with others.

**Listen:** Pay attention in an effort to understand.

**Counsel:** Exchange opinions/give guidance.

**Coach:** Provide instruction and encouragement.

**Motivate Employees:** Provide incentive and  
generative excitement to  
achieve goals.

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**Entertain Guests:** Extend hospitality to others.

**Interview:** Direct questions to others.

**Inspire:** Stimulate creativity or action.

**Design Interiors:** Conceptualize arrangement and decoration of living space.

**Lead Teams:** Direct work of organized groups.

**Serve Customers:** Assess needs and provide goods.

**Speak in Public:** Address groups of people.

**Conduct Therapy:** Provide treatment for illness or disability.

**Teach/Instruct:** Impart knowledge or skill through  
presentation or example.

**Heal:** Restore to health or soundness; cure.

**Use Color:** Conceptualize the use of and apply  
pigment for creative expression.

**Total**

**Total**

**Total**



## **THE SKILLED INNOVATOR**

**MY NATURAL STYLE IS ANALYTICAL AND SYSTEMATIC. I AM A  
COMPLEX THINKER,**

**ATTRACTED TO CONCEPTS AND INNOVATIVE SOLUTIONS. I  
ENJOY SEEING THE**

**RELATIONSHIPS BETWEEN VARIOUS IDEAS AND DRAWING  
LOGICAL CONCLUSIONS. I**

**AM A RESEARCHER AND KNOWLEDGE SEEKER. I BRING VISION  
TO PROJECTS AND WILL**

**LOOK AT THE LONG-TERM IMPLICATIONS.**

# THE SKILLED INNOVATOR



Do not like  
Using

Neutral

Enjoy  
Using

| _____        | _____        | _____        | <b>Consult:</b> Assess client needs and give advice.                                  |
|--------------|--------------|--------------|---|
| _____        | _____        | _____        | <b>Visualize/Forecast:</b> Form a mental image and anticipate events.                 |
| _____        | _____        | _____        | <b>Plan Long-Range:</b> Form a scheme to achieve goals.                               |
| _____        | _____        | _____        | <b>Design Systems:</b> Conceptualize methods for operations or processes.             |
| _____        | _____        | _____        | <b>Investigate:</b> Make detailed inquiry/cause and effect.                           |
| _____        | _____        | _____        | <b>Research:</b> Study using books, interviews, internet, etc.                        |
| _____        | _____        | _____        | <b>Brainstorm:</b> Generate ideas and alternatives.                                   |
| _____        | _____        | _____        | <b>Analyze:</b> Examine methodically and thoroughly.                                  |
| _____        | _____        | _____        | <b>Invest Finances:</b> Commit money for profit /gain.                                |
| _____        | _____        | _____        | <b>Manage Projects:</b> Oversee organization and execution of tasks to achieve goals. |
| _____        | _____        | _____        | <b>Advise:</b> Make expert suggestions or recommendations.                            |
| _____        | _____        | _____        | <b>Use Logic:</b> Employ reasoning and the rational thought process.                  |
| _____        | _____        | _____        | <b>Strategize:</b> Develop a comprehensive plan of action.                            |
| _____        | _____        | _____        | <b>Demonstrate Confidence:</b> Exhibit belief in oneself and one's capabilities.      |
| _____        | _____        | _____        | <b>Explore New Concepts:</b> Express openness and desire to inquire.                  |
| _____        | _____        | _____        | <b>Invent:</b> Use imagination to conceptualize or create.                            |
| <b>Total</b> | <b>Total</b> | <b>Total</b> |   |

# MMC MAJORS TO CONSIDER

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| <b>Skill Areas:</b> | <u>Org.</u> | <u>Fac.</u> | <u>Lib.</u> | <u>Innov.</u> |
|---------------------|-------------|-------------|-------------|---------------|
| Accounting          | 1           |             | 2           | 2             |
| Beh. Science        | 2           | 1           |             |               |
| Biology             |             |             | 2           | 1             |
| Business            | 1           |             | 2           |               |
| Church Ed.          | 2           | 2           | 1           |               |
| Church Voc.         | 2           | 1           |             |               |
| Criminal Just.      | 2           |             | 2           | 1             |
| Ele. Education      | 2           | 1           |             |               |

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# MMC MAJORS TO CONSIDER

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| <b>Skill Areas:</b>   | <u>Org.</u> | <u>Fac.</u> | <u>Lib.</u> | <u>Innov.</u> |
|-----------------------|-------------|-------------|-------------|---------------|
| Phy. Education        | 2           | 1           |             |               |
| <u>Sec. Education</u> |             |             |             |               |
| Biology Educ.         |             | 2           | 2           | 1             |
| English Educ.         | 2           | 1           |             |               |
| Phy. Educ.            | 1           | 2           |             |               |
| History Ed.           | 2           | 1           |             | 2             |
| Business Ed.          | 2           | 1           | 2           |               |
| Man. Infor. Sys.      | 1           |             | 1           | 2             |

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# MMC MAJORS TO CONSIDER

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| <b>Skill Area:</b> | <u>Org.</u> | <u>Fac.</u> | <u>Lib.</u> | <u>Innov.</u> |
|--------------------|-------------|-------------|-------------|---------------|
| Nursing            | 2           | 2           |             | 1             |
| English            | 1           | 2           |             |               |
| History            | 1           | 2           |             | 2             |
| Sport Man.         | 2           | 1           | 2           |               |

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# THINK ABOUT STARTING A PORTFOLIO OF CAREER ACTIVITIES

- IT IS EASY TO START.
- KEEP ALL YOUR CAREER ACTIVITIES ORGANIZED.
  - USE IT AS YOU NEED IT.

